

ADAMS COUNTY BOARD OF SUPERVISORS MEETING
Adams County Board Room, December 20, 2011 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of November 15, 2011 minutes
8. Public Participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Allen, Babcock, Djumadi, England, Gatterman and James.
10. **Claims:** None
11. **Correspondence:**
 - Letter dated 12/6/11, land in Town of New Haven for conservation & public recreational purposes, from WI DNR
 - Letter dated 12/7/11, land in Town of Quincy for conservation & public recreational purposes, from WI DNR
12. **Appointments:**
 - Appoint Lori Djumadi to Sub Consolidation Committee replacing Jack Allen
 - Appoint Lori Djumadi to IT Steering Committee replacing John West
 - Appoint Mary Nelson as representative to South Central Library System board, effective 01/01/12
13. **Unfinished Business:**
14. **Reports and Presentations:**
 - A. Miscellaneous:
 - Administrative Coordinator/Director of Finance report
 - Daric Smith, RIDC
 - SAYL, Beckman Speech, Extension Survey
 - Resolution 11-19 Chapter 10 Zoning – (3 forty acre parcel from Forest Recreation to Ag)
 - 030-00737-0000 NE/SE Sec 12- Range 6E
 - 030-00738-0000 NW/SE Sec 12- Range 6E
 - 030-00751-000 NE/NE Sec 13 Range 6E

15. Review Committee Minutes

Admin/Fin 11/14	Ext 11/8	Library 10/24, 11/28	Solid Waste
Ad Hoc Rules 7/21	Highway 11/10	Parks 10/12	11/15,11/16
Airport 12/12	Humane Society 10/10	P & Z 10/26, 11/2, 12/7	Surveyor 12/7
CWCAC 10/26	Jt. Prop/PS & Judiciary 11/30	PS & Judiciary 9/14	
County Board 11/15	Land & Water 11/14		
Executive 11/8			

16. **Resolutions:**

Res. #81: To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$94,770.11 from the Wisconsin Department of Transportation County Highway Improvement Program for the purpose of funding the resurfacing of CTH B from STH 82 to CTH E.

Res. #82: To authorize the Administrative Coordinator/Director of Finance to apply for a Wisconsin Department of Natural Resources (WDNR) Conservation Aids grant to repair the public boat ramp located at Wolf Lake.

Res. #83: To avoid additional and unnecessary cuts to County Conservation staffing grants.

Res. #84: To increase the Flexible Spending Account (FSA) maximum annual employee contribution to \$2,500 and eliminate the annual setup cost of \$3.50 per eligible employee.

Res. #85: Transfer funds from the General Fund to Health & Human Services Project Acct No. 420-73-57145-920

Res. #86: Approve the re-establishment of three (3) Patrol Sergeant Positions within the Sheriff's Office.

Res. #87: Resolution to approve out-of-state travel for Donald Genrich, UW-Extension Agriculture Agent.

Res. #88: To amend the County Board Rules to establish the Safety Committee.

17. **Ordinance:**

Ord. #21: To rezone a parcel of land in the Town of New Haven, owner Rolland Garlock, located in the SW ¼, SE ¼, Section 12, Township 14 North, Range 7 East at 3793 1st Lane, changed from an A1-15 Exclusive Agriculture District to an R1LL Single Family Residential District.

Ord. #22: To enact the Adams County Ethics Ordinance.

18. **Denials:** None

19. **Petitions:** None

20. Approve Claims

21. Approve Per Diem and Mileage

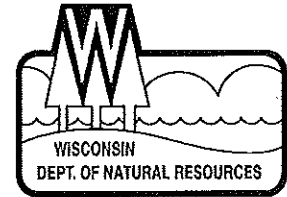
22. Motion for County Clerk to correct errors

23. Set next meeting date

24. Adjournment.

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921

Scott Walker, Governor
Cathy Stepp, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



December 6, 2011

Al Sebastiani, County Board Chair
Adams County
PO Box 114
274 State Rd 82
Oxford, WI 53952

Dear Chairperson:

The Department would like to inform you that a grant from the Knowles-Nelson Stewardship Program has been tentatively awarded to support the acquisition of 10.23 acres of land located in the Town of New Haven by Natural Heritage Land Trust for conservation and public recreational purposes. The Land Trust plans to transfer title of this property to the Department.

The state biennial budget bill enacted in 2011 includes a provision requiring a Department notice to your Board stating that your Board may adopt a resolution that supports or opposes land acquisitions funded by the Stewardship Program. See s. 23.0917(5t) Wis. Stats. While the Board is not obligated to hold a meeting or adopt a resolution, if you decide to do so, the Department contact is:

Karen Blodgett – Customer Service Specialist
1302 W Clairemont Ave
Eau Claire, WI 54702-4003
Telephone: 715-836-6576
Email - karen.blodgett@wisconsin.gov

Although a resolution for or against this land acquisition will be nonbinding, the Department is required to consider the resolution if it is received within 30 days of your receipt of this letter.

If you would like more information, or have questions or concerns about the purchase, please contact me at the above address, by phone at 608-266-0868, or by email at Pamela.FosterFelt@Wisconsin.gov.

Thank you for this consideration.

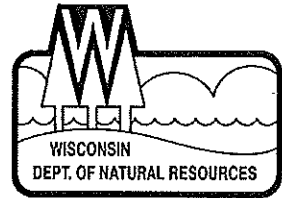
Sincerely,

Pamela Foster-Felt
Stewardship Non Profit Grant Manager

cc: Karen Blodgett - WCR
Jim Welsh, Executive Director, Natural Heritage Land Trust

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921

Scott Walker, Governor
Cathy Stepp, Secretary
Telephone 608-266-2621
FAX 608-267-3579
TTY Access via relay - 711



December 7, 2011

Al Sebastiani, County Board Chair
Adams County
PO Box 114
Oxford, WI 53952

Dear Mr. Sebastiani:

The Department would like to inform you that a grant from the Knowles-Nelson Stewardship Program has been tentatively awarded to support the acquisition of 35 acres of land located in the Town of Quincy by The Nature Conservancy for conservation and public recreational purposes.

The state biennial budget bill enacted in 2011 includes a provision requiring a Department notice to your Board stating that your Board may adopt a resolution that supports or opposes land acquisitions funded by the Stewardship Program. See s. 23.0917(5t) Wis. Stats. While the Board is not obligated to hold a meeting or adopt a resolution, if you decide to do so, the Department contact is:

Karen Blodgett – Customer Services Specialist
715.836.6574
PO Box 4001
Eau Claire, WI 54702-4001
Karen.Blodgett@Wisconsin.gov

Although a resolution for or against this land acquisition will be nonbinding, the Department is required to consider the resolution if it is received within 30 days of your receipt of this letter.

If you would like more information, or have questions or concerns about the purchase, please contact me at the above address, by phone at 608-266-0868, or by email at Pamela.FosterFelt@Wisconsin.gov.

Thank you for this consideration.

Sincerely,

Pamela Foster-Felt
Stewardship Non Profit Grant Manager

cc: Karen Blodgett
Mary Jean Huston, State Director, The Nature Conservancy in Wisconsin



Trena Larson

Administrative Coordinator/Director of Finance

400 N. Main Street

P.O. Box 102

Friendship, WI 53934-0102

Phone: 608-339-4579

Cell: 608-403-1618

Fax: 608-339-4509

Trena.Larson@co.adams.wi.us

County Board

12/20/2011

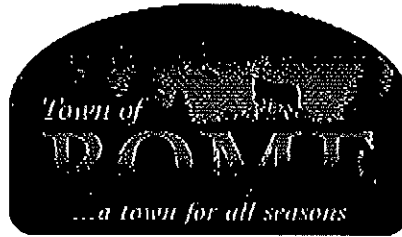
Office Activities

1. Reviewing financial relationship with Adams County Humane Society
2. Review progress and budget needs for HHS project
3. Review applicants and interview for Administrative Assistant position
4. Cash Reconciliation – Nov
5. Journal Entries
 - a. Insurance transfer – Solid Waste and Highway –Complete
 - b. FICA Savings – Jan – Nov Complete
6. Completed Incident Command System (ICS) 100, 200, 300 – Emergency Management
7. Ongoing Coordination all Benefit renewals
 - a. Dental, Vision, EBC
8. Schenck's Prelim Audit 12/5-12/9
 - a. No Surprises, overall Audit went well
9. Participate in Union Negotiations with WPPA #355 and #314
10. Organize and participate in quarterly meeting for Municipal Officials 12/14/2011 7 p.m.
11. Educate all employee and department heads on the ongoing changes
 - a. Benefits
 - b. Post BRB changes

Upcoming Activities

1. Review Balance Sheet Accounts and complete entries needed for year end
2. Prepare and plan for conversion of animal control vender(s)
3. Change the accounting process for carry over accounts – I will prepare entries and Jon Trautman will review
4. Budget
 - a. Review 2011 Budget variances – begin to review and discuss with department heads
 - b. Levy constraints for future years
 - c. 2013 Budget planning
5. Participate in a wage study/merit pay committee through the Mutual
6. Cross training throughout 2012 with MaryAnn on Workers Comp and Liability Insurance
 - a. renewal and procedures January 2012
7. Continue to build relationships with elected officials in Madison
 - a. County Ambassadors Program
8. Continue to Developing Partnerships with other counties
 - a. Currently engaged in partnership with Sauk County

Important Notes/Discussion



1156 Alpine Drive
Nekoosa, Wisconsin 54457

The Town of Rome Plan Commission and Town Board have approved a zoning change for 3 forty acre parcels from Forest Recreation to Ag.

Parcel # 030-00737-0000	NE/SE Sec 12 Range 6E
030-00738-0000	NW/SE Sec 12 Range 6E
030-00741-0000	NE/NE Sec 13 Range 6E

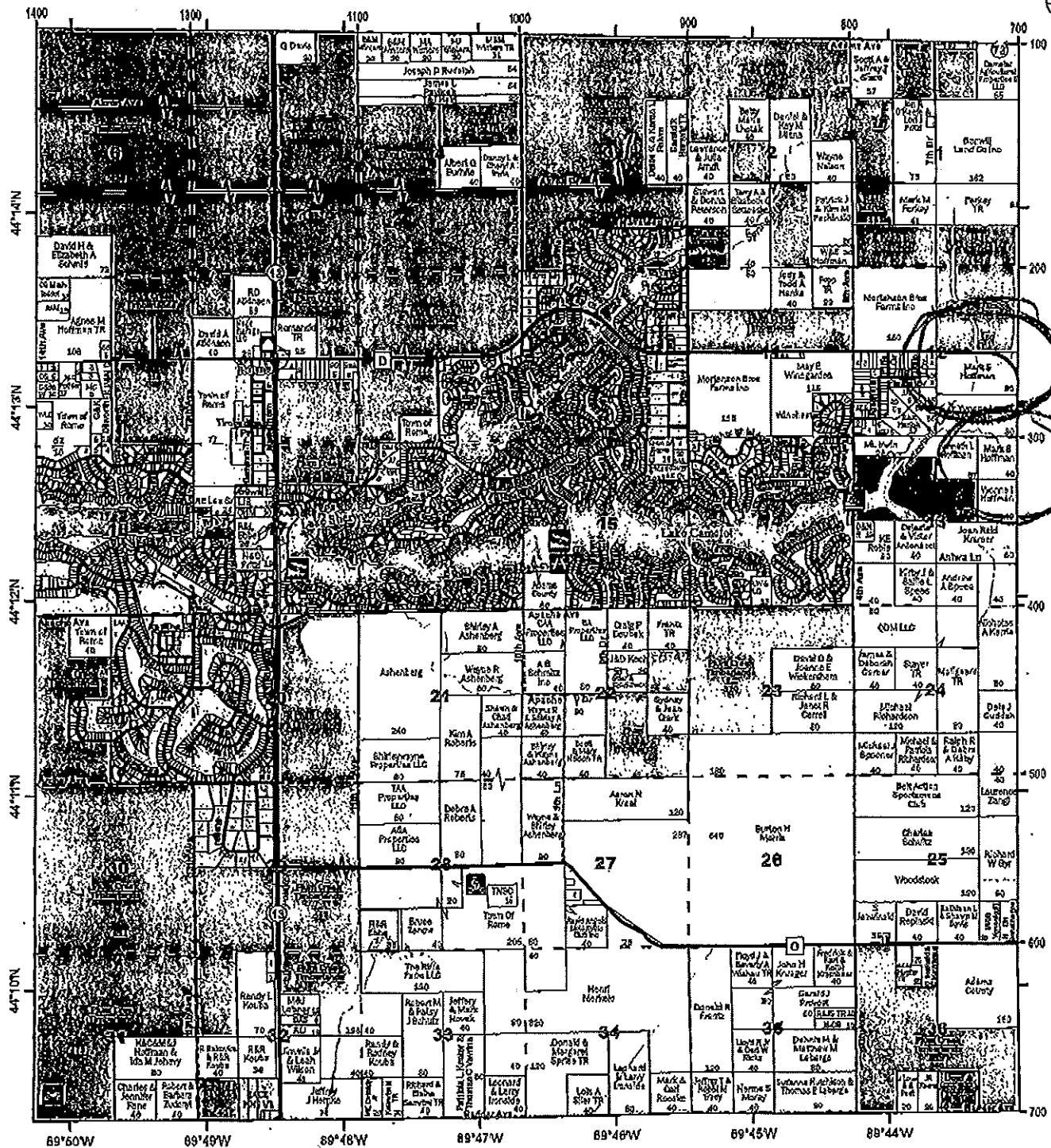
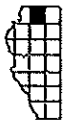
See attached map.

Deena Griffin, Clerk
Town of Rome
1156 Alpine Dr.
Nekoosa, WI 54457
clerk@romewi.com

= parcels proposed zoning change.

EAST PART ROME

T.20N.-R.6E.



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www.adamscountyindiana.gov

0 0.25 0.5 0.75 1 Miles

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RESOLUTION 11-19

WHEREAS, an amendment to part of the code of general ordinances entitled Municipal Code of Ordinances, Town of Rome specifically

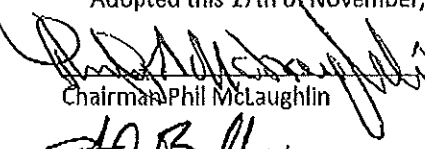

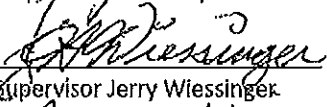
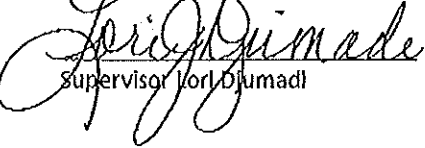

CHAPTER 10 ZONING
ZONING MAP

has been prepared and tentatively approved by the Town Board of the Town of Rome.

NOW THEREFORE, BE IT RESOLVED, that the amendment to part of the code will be presented for adoption by the town board at the regular meeting on Nov. 17, 2011 and

BE IT FURTHER RESOLVED, the Town Clerk in accordance with the requirements of Sec. 66.0103 of Wis. Stats. shall file a copy of the proposed amendment to part of the code in her office for public inspection commencing Nov. 18, 2011 and cause a copy of the following notice to be posted in three (3) places in the Town.

Adopted this 17th of November, 2011, by the Town Board of the Town of Rome.


Chairman Phil McLaughlin
Supervisor Dave Repinski
Supervisor Al Bilbao
Supervisor Jerry Wiessinger
Supervisor Lori Djumadi
Attested Deena Griffin

Deena Griffin certified that a copy of Resolution 11-19 was posted on November 17, 2011

Municipal Building
Pritzl's Trading Post
US Bank
Nekoosa State Bank
Published in the Daily Tribune

ORDINANCE NO. 11-14

AN ORDINANCE TO REVISE AND CONSOLIDATE, AMEND, SUPPLEMENT AND CODIFY THE GENERAL ORDINANCES AND BY LAWS OF THE TOWN OF ROME.

The Town Board of the Town of Rome, Wisconsin, do ordain as follows:

Section 1. The amendment to the code of ordinances in book form entitled, "Municipal Code of Ordinances of the Town of Rome", having been placed on file and open to public inspection in the office of the town clerk for a period of two weeks, commencing November 18, 2011, in accordance with the procedure provided under Sec. 66.0103 of Wis. Stats. is hereby adopted as an amendment to the general code of ordinances in and for the Town of Rome, Adams County, Wisconsin.

Section 2. The amendment to the code of general ordinances are hereby adopted in:

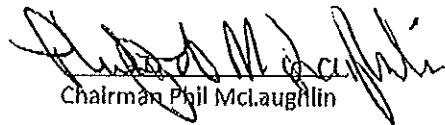
CHAPTER 10 ZONING
ZONING MAP

Section 3. This ordinance shall take effect upon passage and posting as required by law.

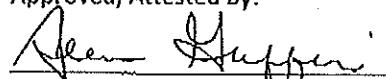
Adopted: November 17, 2011

Posted: November 17, 2011

Published:


Chairman Phil McLaughlin

Approved, Attested by:


Clerk Deena Griffin

Deena Griffin certified that a copy of Ordinance 11-14 was posted on November 17, 2011

Municipal Building
Pritzl's Trading Post
US Bank
Nekoosa State Bank
Published in the Daily Tribune

**NOTICE OF PUBLIC HEARING
TOWN OF ROME
PLAN COMMISSION**

Town of Rome
Adams County, WI.

The Planning Commission of the Town of Rome will meet on November 14th, 2011 beginning at 5:30 pm at the following place, for the following purpose.

Town of Rome Municipal Building
1156 Alpine Drive
Nekoosa, Wisconsin 54457

PUBLIC HEARING

On consideration of the Proposed Comprehensive Plan/Zoning amendment – Land use classification change, from Forest Lands/FR - Forest & Outdoor Recreation District to Agriculture/A-2 Secondary Agriculture District relating to the property owned by Mark Hoffman described as:

Parcel # 030-00737-0000 described as the NE1/4, SE1/4, Sec. 12, T20N, R6E, with an address of 703 County Road D.

Parcel # 030-00738-0000 described as the NW1/4, SE1/4, Sec. 12, T20N, R6E.

Parcel # 030-00741-0000 described as the NE1/4, NE1/4, Sec. 13, T20N, R6E.

Greg Broniec
Zoning Administrator

[illegible]

County Clerk

RESOLUTION 2011- 82

**RESOLUTION TO AUTHORIZE APPLICATION FOR WDNR CONSERVATION
AIDS TO REPAIR WOLF LAKE PUBLIC BOAT LAUNCH**

INTRODUCED BY: Land & Water Conservation Committee

INTENT & SYNOPSIS: To authorize the Administrative Coordinator/Director of Finance to apply for a Wisconsin Department of Natural Resources (WDNR) Conservation Aids grant to repair the public boat ramp located at Wolf Lake.

FISCAL NOTE: The WDNR has allotted Adams County \$1731.00 for this grant. Any additional costs for this project will be paid by the Town of Jackson. There will be no fiscal impact to Adams County.

WHEREAS: Adams County lakes are an important resource used for recreation and enjoyment of natural beauty; and

WHEREAS: the protection of fish and game habitats in lake watersheds and the reasonable lake use activities are paramount in the protection of water quality and the natural ecosystems of the lakes; and

WHEREAS: The State of Wisconsin has enacted legislation for allocation of funds to counties for fish and game projects on the condition that said funds; and

WHEREAS: Adams County wishes to participate in the county fish and game projects pursuant to s.23.09(12), Wis. Stats; and

WHEREAS: The Town of Jackson has agreed to commit funds to pay for any costs not covered by the WDNR grant.

NOW THEREFORE, BE IT RESOLVED: that the Adams County Board of Supervisors hereby approves and authorizes the Administrative Coordinator/ Director of Finance to apply for a Wisconsin Department of Natural Resources Conservation Aids grant in the amount of \$1,731.00 to repair the public boat ramp located at Wolf Lake.

BE IT FURTHER RESOLVED: THAT ANY ADDITIONAL COSTS SHALL BE PAID BY THE Town of Jackson.

Recommended for adoption by the Land and Water Conservation Committee this 12th day of December 2011.

Joe Strubbe
John Laiter
Ken Bond

Levy James
Barbara D. Meyer
Michael J. Keshon
Mark England

Adopted _____
Defeated _____
Tabled _____

by the Adams County Board of Supervisors this
20th day of December 2011.

County Board Chair

County Clerk

RESOLUTION 2011 - 83**RESOLUTION TO AVOID ADDITIONAL AND UNNECESSARY CUTS TO
COUNTY CONSERVATION STAFFING GRANTS.**

INTRODUCED BY: LAND AND WATER CONSERVATION COMMITTEE (LWCC)

INTENT & SYNOPSIS: TO AVOID ADDITIONAL AND UNNECESSARY CUTS TO
COUNTY CONSERVATION STAFFING GRANTS.

FISCAL NOTE: NO COST TO COUNTY; ABLE TO RECOVER \$17,000 LOST
IN 2012 BUDGET DUE TO DATCP ALLOCATION REDUCTION.

WHEREAS, County conservation staff carry out all state mandated conservation programs, including the recently adopted conservation compliance requirements in the state's nonpoint pollution abatement and farmland preservation programs, and,

WHEREAS, County Land Conservation Departments have proven to be a cost-effective delivery system for state land conservation and nonpoint pollution abatement programs, however the reductions in state aid to local land conservation efforts will harm efforts to assist landowners to comply with needed standards to safeguard our state's lakes, streams and groundwater to the detriment of agriculture, tourism and our state's residents, and,

WHEREAS, while serving local farmers and landowners, county conservation programs have been very successful in leveraging other funding sources to help accomplish state and local clean water goals, which in turn helps to bolster local economies, and,

WHEREAS, The state's conservation program delivery system at the local level has been suffering from insufficient funding for many years, and,

WHEREAS, SEG (Segregated) funds are used for both cost-sharing and conservation staffing grants, and,

WHEREAS, If SEG funds are transferred as requested, a temporary shortfall of landowner cost-sharing can be tolerated in the short term to help balance the state budget, and,

WHEREAS, Due to the cumulative impacts of budget cuts, rising program costs, and mandatory levy limits, the survival of the state-local conservation partnership and the local program delivery system is at stake, and,

WHEREAS, In 1997, Chapter 92.16(6)(b) Wisconsin State Statutes was amended to read "... the department [DATCP] shall attempt to provide funding under this section for an average of 3 staff persons per county with full funding for the first staff position, 70% funding for the 2nd staff person, and 50% funding for any additional staff persons and to provide an average of \$100,000 per county for cost-sharing grants.", and,

WHEREAS, The SWRM (Soil and Water Resources Management) program is currently about \$4 million short of meeting the statutory goal of an "...average of three staff persons per county..." leaving the second and third positions largely unfunded, and,

52
53 **WHEREAS**, DATCP has proposed to lapse \$1.1 million of GPR funding from County
54 staffing grants through the SWRM program for 2012, in addition to the \$1 million in cuts
55 already approved in the 2011-2013 state budget reducing state aid to County land
56 conservation programs by 17%,
57

58 **NOW THEREFORE, BE IT RESOLVED:** that the Adams County Board of
59 Supervisors hereby approves, that to avoid additional and unnecessary cuts to county
60 conservation staffing grants, the legislature is urged to transfer \$1.1 million of SEG cost-
61 sharing funds to backfill DATCP's proposed \$1.1 million GPR lapse in County staffing
62 grants, and,
63

64 **BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to Senator
65 Lassa, Senator Olsen, Representative Krug, Representative Clark, and Governor Scott
66 Walker's office.
67

68 Recommended for adoption by the Land and Water Conservation Committee this
69 12th day of December, 2011.
70

71 Joe Stuchlik

72 Glenn Tietzer

73 Kevin Bord

71 Larry C. Verner

72 Barbara E. Morgan

73 Michael J. Hockeisen
74 Glenn England

75 Adopted _____

76 Defeated _____

77 Tabled _____

78 by the Adams County Board of Supervisors this
79 20th day of December, 2011.
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81 _____
82 County Board Chair
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County Clerk

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County Clerk

**RESOLUTION TO TRANSFER FUNDS FROM THE GENERAL FUND TO
HEALTH & HUMAN SERVICES PROJECT ACCOUNT NO. 420-73-57145-920**

INTRODUCED BY: Property Committee

INTENT & SYNOPSIS: Transfer Funds from the General Fund to Health &
Human Services Project Account No. 420-73-57145-920
for completion of rehabilitation of Health and Human
Services building.

FISCAL NOTE: \$42,000.00 to be transferred from the General Fund.

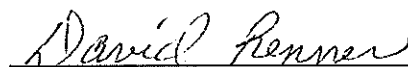
WHEREAS: The Health and Human Services project contingency fund was
inadequately funded to complete rehabilitation of the Health &
Human Services building; and

WHEREAS: Additional expenses were incurred due to unforeseeable
structural and HVAC deficiencies at the Health & Human
Services building; and

WHEREAS: An additional \$42,000 will be required to complete the project
as stated above.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of
Supervisors hereby approves the amount of \$42,000 to be transferred from the
Adams County General Fund to the Health & Human Services Project Account No.
420-73-57145-920 for the purpose of funding additional underfunded expenses at
the Health and Human Services building.

Recommended for adoption by the Property Committee this ____ day of
December, 2011.

 _____

Adopted _____

Defeated _____ by the Adams County Board of Supervisors this

Tabled _____ day of December, 2011.

County Board Chair

County Clerk

RESOLUTION NO. 2011- 86**RESOLUTION TO APPROVE THE RE-ESTABLISHMENT OF THREE (3)
PATROL SERGEANT POSITIONS WITH IN THE SHERIFF'S OFFICE**

INTRODUCED BY: Public Safety & Judiciary Committee

INTENT & SYNOPSIS: To re-establish three (3) Patrol Sergeant positions for a total of four (4) Patrol Sergeants in order to increase the internal management capabilities of the Adams County Sheriff's Office.

FISCAL NOTE: These positions will be paid in accordance with the current Collective Bargaining Agreement with the Adams County Deputy Sheriff's Association Local 355. The increase in pay for 2012 for the three positions would be an approximate total of \$2,064 per the current agreement.

WHEREAS: Resolution 31-2006 created three (3) Lieutenants positions within the Sheriff's Office. It has since become apparent there is insufficient supervisory personnel to meet all the needs of the operation of the Sheriff's Office; and

WHEREAS: After careful review of the Sheriff's Office operations, it has been determined that in order for the efficient twenty-four (24) hour a day, seven (7) day a week operation of the Sheriff's Office there is a need for increased daily supervision. In order to provide adequate supervisory staffing, the re-establishing of three (3) Patrol Sergeant positions is required to assist in the oversight of the Sheriff's Office Patrol Division; and

WHEREAS: The intent would be to promote from within and the positions would be filled by promoting existing Patrol Deputies and not by increasing the current number of personnel; and

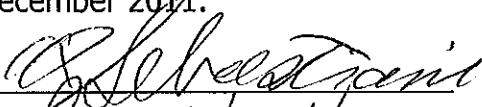
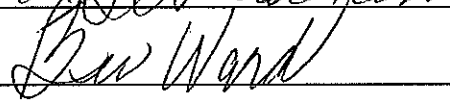
WHEREAS: Re-establishing Patrol Sergeant positions would help to ensure the efficient operation of the Department by reducing the County's liability, as there would be a first line supervisor that would be trained to make consistent decisions to ensure the safety of the citizens of Adams County, as well as the staff of the Sheriff's Office; and

WHEREAS: The Patrol Sergeants would be responsible for the immediate supervision of the patrol personnel within their assigned shifts and assist the Lieutenants as needed to ensure the core mission of the Sheriff's Office is accomplished, which is to provide for the safety and security of all Adams County residents, visitors and property; and

WHEREAS: After the Patrol Sergeant positions would be filled and established, as a Lieutenant position would become vacant due to promotion, retirement, resignation or termination, a Lieutenant position would not be refilled, therefore reducing the Lieutenants positions to two (2).

49 **THEREFORE BE IT RESOLVED** By the Adams County Board of Supervisors,
50 that it is hereby approved to re-establish three (3) additional Patrol Sergeant
51 positions in the Adams County Sheriff's Office to increase efficient operations and
52 provide adequate supervisory staffing to maintain the safety of the citizens of
53 Adams County and Sheriff's Office staff. The three positions shall be paid in
54 accordance with the current (2011) Local 355 Deputy Sheriff's Association
55 Collective Bargaining Agreement. As such the increase in pay for 2012 would be
56 approximately \$2,064.

57
58 Recommended for adoption by the Public Safety and Judiciary this 14th day of
59 December 2011.

60  _____
61
62  _____
63
64 _____
65 _____

66
67 Adopted _____
68 Defeated _____ by the Adams County Board of Supervisors this
69 Tabled _____ day of December, 2011

70
71 _____
72 County Board Chair County Clerk

RESOLUTION 87 -2011**RESOLUTION TO APPROVE OUT OF STATE TRAVEL FOR
DONALD GENRICH**

INTRODUCED BY: Extension Committee

INTENT & SYNOPSIS: Resolution to approve out-of-state travel for Donald Genrich, UW-Extension Agriculture Agent.

FISCAL NOTE: None. All expenses will be paid by the UW-Extension Cooperative Extension Dean's Office

WHEREAS: The Adams County Personnel and General Administrative Policies, Chapter 8, Section 19.02, requires all out of state travel and related expenses be authorized by Resolution of the County Board; and

WHEREAS: Donald Genrich was nominated for participation in the 2012 National Extension Leadership Development (NELD) program by Tom Schmitz, UW-Extension Central District Director; and

Whereas: Donald Genrich is one of 6 individuals selected statewide from the employees of UW-Extension by Dean Richard Klemme to participate in the 2012 National Extension Leadership Development (NELD) program; and

Whereas: The mission of NELD is to build leaders in Cooperative Extension at all levels and to provide them with the vision, courage, and tools to lead in a changing world; and

Whereas: Participation in NELD will allow Donald Genrich to learn, apply and reflect on effective leadership, organizational collaboration and change concepts and strategies; and

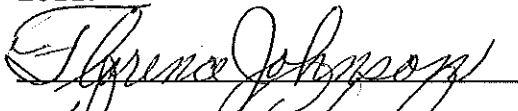
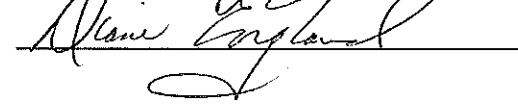
Whereas: Participation in NELD will allow Donald Genrich to build leadership capacity, strengthen competence in decision-making, and improve effectiveness of extension programming and promote life-long learning; and

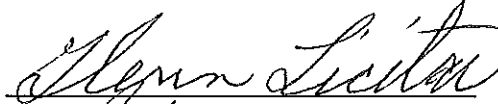

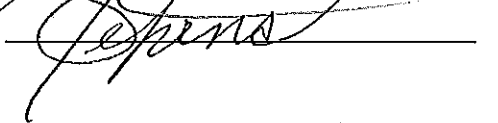
Whereas: Through these experiences Donald Genrich will be better able to provide education and leadership to Adams County UW-Extension and to the individuals and groups that he supports and works with; and

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves out-of-state travel for Donald Genrich, Agriculture Agent, to travel to Colorado Springs, CO January 18-21, 2012; Costa Rica April 14-21, 2012; Washington

DC July 8-12, 2012 ; and St. Paul, MN September 19-22, 2012, to participate in the 2012 National Extension Leadership Development program.

Recommended for adoption by the Extension Committee this 13th day of December 2011.

Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this 20th Day of
December 2011

County Board Chair

County Clerk

1
2
3 **RESOLUTION NO. 2011 - 88**

4 **RESOLUTION TO APPROVE AMENDMENTS TO THE COUNTY BOARD**
5 **RULES**

6 **INTRODUCED BY:** Sub Transition Committee

7
8 **INTENT & SYNOPSIS:** To amend the County Board Rules to establish the
9 Safety Committee.

10
11 **FISCAL NOTE:** None

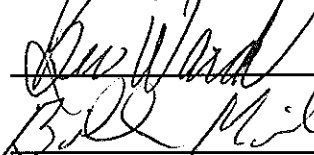
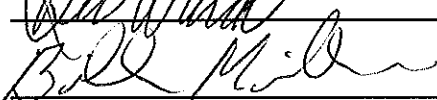
12
13 **WHEREAS:** It is the intent of Adams County to provide a safe environment for
14 employees and to properly manage any conditions, hazards or incidents that
15 develop to minimize injury and other forms of loss; and

16
17 **WHEREAS:** On November 15, 2011, the County Board adopted the Policy and
18 Procedure Manual that created a Safety Committee; and

19
20 **WHEREAS:** The Safety Committee consists of a County Board Supervisor and
21 two qualified individuals who may or may not be County employees. Department
22 heads, supervisors, volunteers, special advisors, insurance professionals,
23 employees and other qualified individuals may be invited to attend Safety
24 Committee meetings or address and provide consultation on safety issues that
25 arise in the County. Additional responsibilities are set forth in the Policy &
26 Procedure Manual.

27
28 **NOW, THEREFORE, BE IT RESOLVED,** that the Adams County Board of
29 Supervisors hereby approves amending the County Board Rules to establish the
30 Safety Committee said committee shall consist of a County Board Supervisor and
31 two (2) qualified individuals, that may or may not be county employees.

32
33 Recommended for adoption by the Transition Committee on this 8th day of
34 December, 2011.

35
36 
37 
38

39
40
41 **ADOPTED**
42 **DEFEATED** by the Adams County Board of Supervisors this ____
43 **TABLED** day of ____, 2011.

44
45
46 _____
47 County Board Chair

48 _____
49 County Clerk

S://county board/proceedings/resolutions/2011/county bd rules 2011

ORDINANCE 2011 - 21
AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 17A, 2011 on December 21, 2010, which was effective upon publication on January 5, 2011, and which was approved by the town board of the Town of New Haven on February 24, 2011, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On November 7, 2011, Rolland Garlock petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of a parcel of land in the Town of New Haven, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on December 7, 2011, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance to the Adams County Board of Supervisors; now, therefore,


The County Board of Supervisors of the County of Adams does ordain as follows:

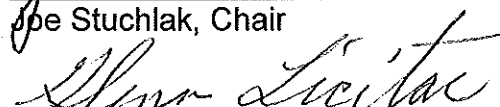
Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 17A, 2011, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from an A1-15 Exclusive Agricultural District to an R1LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance;

Property located in the SW ¼, SE ¼, Section 12, Township 14 North, Range 7 East, at 3793 1st Lane, Town of New Haven, Adams County, Wisconsin.


Published in the Times-Reporter, the official newspaper of Adams County, on the _____ day of December, 2011.

Recommended for enactment by the Adams County Planning and Zoning Committee on this 7th day of December, 2011.



Joe Stuchlak, Chair

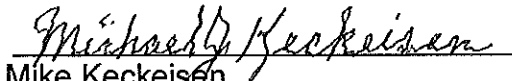

Glenn Licitar, Vice-Chair


Terry James, Secretary


Randy Theisen


Diane England


Barb Morgan


Mike Keckeisen

Enacted _____
Defeated _____ by the Adams County Board of Supervisors
Tabled _____ this _____ day of December, 2011

Al Sebastiani, Board Chair

Cindy Phillippi, County Clerk



PLANNING AND ZONING DEPARTMENT

P.O. BOX 187, COURTHOUSE
FRIENDSHIP, WI 53934
PHONE: 608-339-4222
www.co.adams.wi.gov

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE
December 7, 2011 – Room A260 -Courthouse
Friendship, WI 53934 – 9:00 A.M.

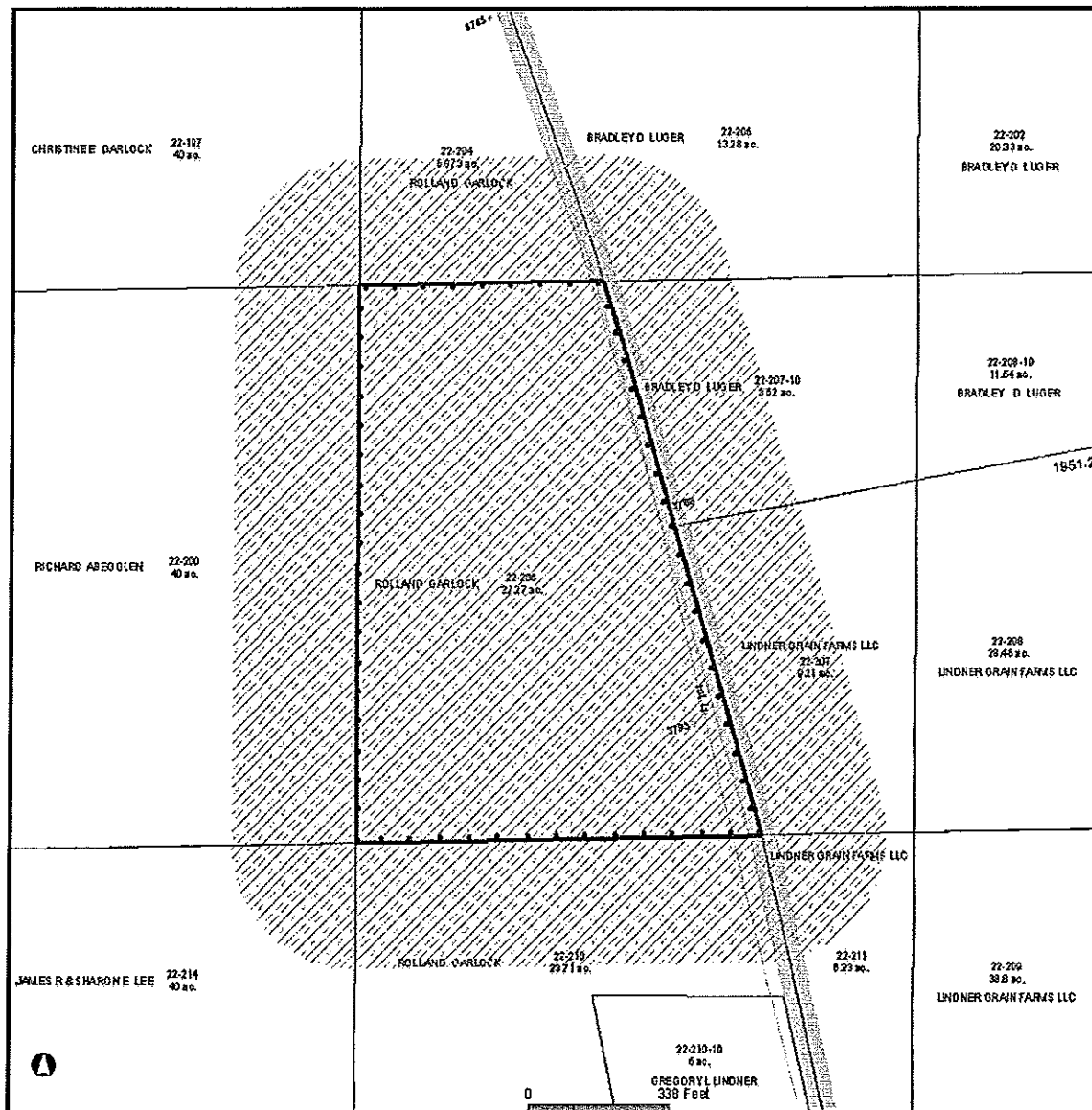
Rolland Garlock – Rezoning request of a portion of a parcel (approx. 3.53 acres) from an A1-15 Exclusive Agricultural District to an R1LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance to allow the property to be split on property located in the SW ¼, SE ¼, Section 12, Township 14 North, Range 7 East, at 3793 1st Lane, Town of New Haven, Adams County, Wisconsin.

Appearing for with testimony: Rolland Garlock, owner.

No one appearing against.

Correspondence: Notification from the Town Board of New Haven that they met on November 17, 2011 and have no objection to the zoning change.

Disposition: Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, and forward to the County Board for final action. Barb Morgan seconded the motion. Roll Call Vote: 5-Yes. 2 – No.(Stuchlak & James) Motion carried.



Subscription GIS GARLOCK SW, SE 12-14- 7 NEW HAVEN

Legend

- Property Addresses
- Owner Name Labels

Corporate Limits

Railroad

Road R/W

Roads

County Highways

State Highways

Creeks

Rivers/Streams

Lakes

Parcels

Subdivisions

RecStatus

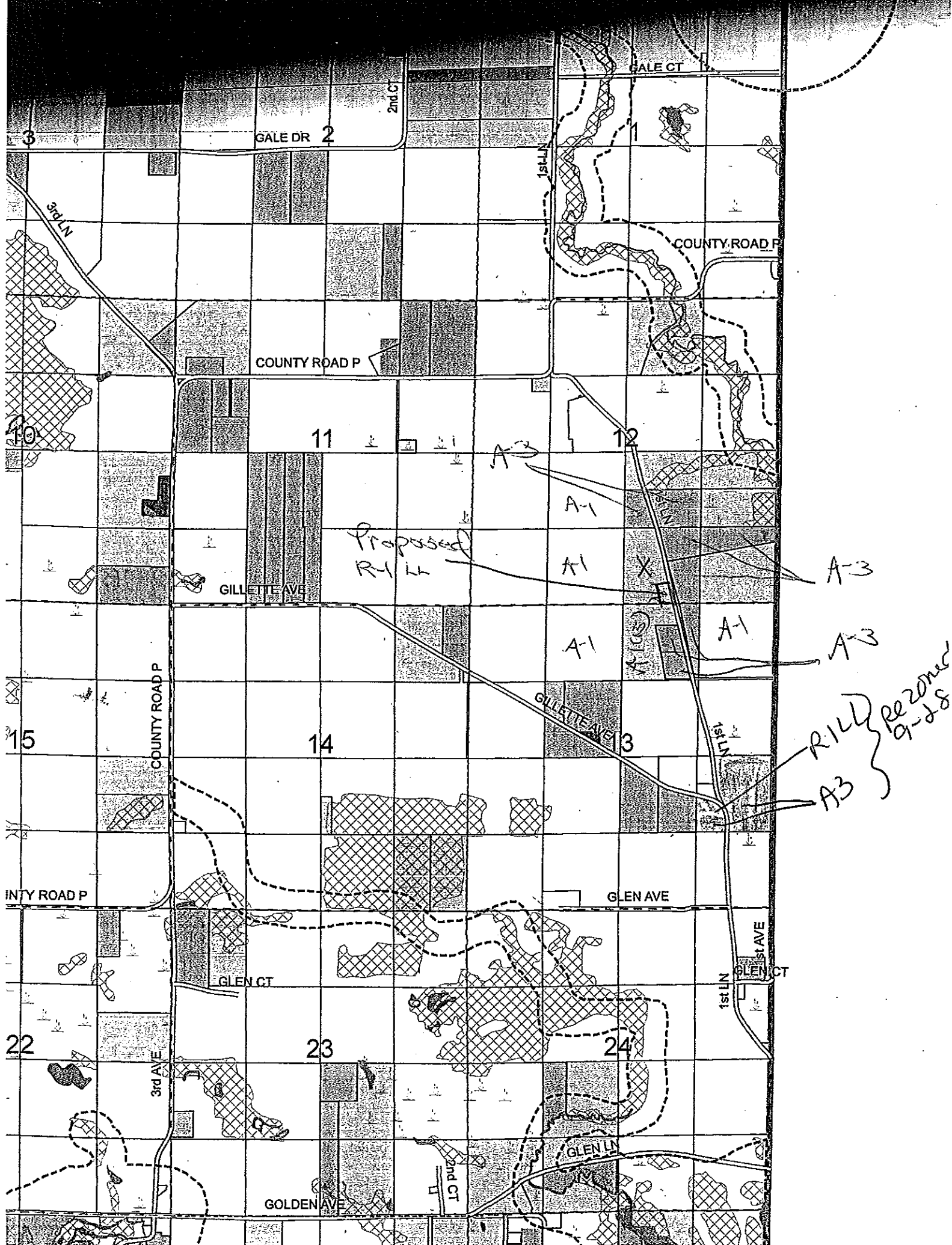
- Recorded Subdivisions
- Unrecorded Subdivisions

Map Disclaimer: Information displayed on this map was developed from various sources and from available public records. This information is intended for general location purposes only and in support of Chap. 70, Wis. Statutes. Map data is NOT a substitute for a survey. Map information verification is the responsibility of the user.

Map generated: 11/15/2011



PROFESSIONAL SERVICES
TRANSPORTATION • MUNICIPAL
DEVELOPMENT • ENVIRONMENTAL



ADAMS

COUNTY CERTIFIED SURVEY MAP

A PART OF THE SW $\frac{1}{4}$ OF THE SE $\frac{1}{4}$ IN SECTION 12, T14N, R7E, TOWN OF NEW HAVEN, ADAMS COUNTY, WISCONSIN.

C.S.M.# 4580

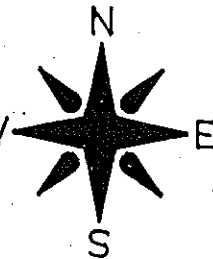
LEGEND

- - HARRISON MARKER FOUND IN PLACE
 - - 3/4" IRON ROD FOUND IN PLACE
 - - MASONRY NAIL SET @ CENTERLINE OF ROAD
 - - 1 $\frac{1}{2}$ " O.D. X 24" IRON PIPE SET (WT 1.68#/L.F.)
- DISTANCES ENCLOSED IN PARENTHESIS ARE AS PREVIOUSLY MAPPED.

LOT 1
835,324 S.F.
19.18 AC.

0 200' 400'
Scale 1" = 200 feet

LOT 2
153,731 S.F.
3.53 AC.



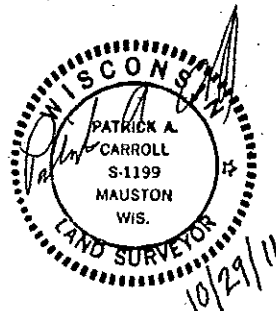
BEARINGS ARE REFERENCED TO THE NORTH-SOUTH QUARTER LINE OF SECTION 12 ASSIGNED TO BEAR N 01°07'00" E.

PURCHASER

Brad Luger
3786 First Lane
Oxford, Wis. 53952
1-608-697-5843

SURVEYOR

Patrick A. Carroll
Carroll Surveying
624 E. State St.
Mauston, Wis. 53948
1-608-847-4734



ADAMS COUNTY ETHICS ORDINANCE #22- 2011

1.01 Authority

Adams County (hereinafter "Adams County" or "County") enacts this ethics ordinance pursuant to the authority of Wis. Stat. § 19.59.

1.02 Declaration of Purpose And Policy

The purpose of this ethics ordinance is to establish ethical standards of conduct for all Adams County officials and employees by identifying those actions that are not compatible with the best interests of the County. The County Board believes that a code of ethics for the guidance of County officials and employees in serving the County will help officials and employees avoid conflicts between personal interests and public responsibilities, will improve standards of public service and will promote and strengthen the faith and confidence of the people of Adams County in their officials and employees. To this end, the policy of the County is that:

- A. Officials and employees are independent, impartial and responsible to the people;
- B. Government decisions and policy are promulgated in the best interests of the people, community and government;
- C. County office or employment should not be used for personal gain or political advantage; and
- D. County business is conducted so as to reinforce the public's confidence in the integrity of County government.

1.03 Definitions.

A. **Anything of Value** includes any money, property, favor, service, subscription, payment, advance, forbearance, loan or promise of future employment. "Anything of Value" does not include door prizes, compensation and expenses paid by the County, fees and expenses which are permitted by Wisconsin Statutes, political contributions which are reported under Chapter 11 of the Wisconsin Statutes, or hospitality extended for a purpose unrelated to County business by a person other than an organization.

B. **Anything of Insignificant Value** includes unsolicited advertising or promotional materials such as pens, pencils, notepads, calendars, informational or educational materials of insignificant value, (an item from a vendor that costs less than \$25.00 on a one (1) time basis, but not more than \$50.00 worth of items in a calendar year from a vendor), plaques, other advertising giveaways or any other thing which is not likely to influence the judgment of individuals covered by this Code.

C. **Associated** when used in reference to an organization, includes any organization in which an individual or a member of his/her immediate family is a director, officer, or trustee, or who has a significant fiduciary relationship or an individual who owns or controls, directly or indirectly, and severally or in the aggregate, at least ten (10) percent of the outstanding equity.

D. **Confidential Information** means written material or oral information related to county government that is not otherwise subject to the open records law and that is designated by statute, court decision, lawful order, ordinances, resolutions or custom as confidential.

E. **Contract** means all agreements executed between the County or a sub-unit thereof and another party or parties, for the provision of goods, materials, supplies, construction or services in exchange for valuable and sufficient consideration.

F. **Employee** means any person employed by the County in any capacity, full-time or part-time, and not otherwise included in the definition of Official.

G. **Financial Interest** means any interest which yields, directly or indirectly, a monetary or other material benefit to the Official or Employee, or to any person employing or retaining services of the Official or Employee.

H. **Immediate Family** means an Official's or Employee's spouse, children, stepchildren, parents, grandparents, stepparents, or other legal relation who contributes more than one-half ($\frac{1}{2}$) support to the Official or employee, or receives that level of support from the Official or employee, or lives in the Official's or Employee's residence.

I. **Official** includes all County elected officials and appointed members of policymaking Boards, Boards and Commissions.

J. **Organization** means any stock or non-stock corporation, partnership, proprietorship, firm, enterprise, franchise, incorporated or unincorporated association, trust or other legal entity other than an individual or body politic.

K. **Personal Interest** means any interest arising from blood or marriage relationships or from close business or political associations, whether or not any financial interest is involved.

L. **Significant Fiduciary Relationship** means owning or controlling, directly or indirectly: (a) at least ten (10) percent of the outstanding stock or stock of any business corporation having a cost or market value of at least five thousand dollars (\$5,000); or (b) an interest of at least ten (10) percent or five thousand dollars (\$5,000) of any organization.

1.04 Responsibility of Public Office. Officials and Employees hold their positions for the benefit of the public. They are bound to uphold the Constitution of the United States, the Constitution of the State of Wisconsin, and to carry out efficiently and impartially all laws of the United States, the State of Wisconsin as well as all ordinances, resolutions and policies of the County. They are further bound to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations. The public interest must be their primary concern.

1.05 Fair and Equal Treatment.

A. **Use of Public Property.** An Official or Employee shall not use or permit the use of County services or County-owned vehicles, equipment and materials for non-governmental purposes or for personal convenience or for profit. Notwithstanding the foregoing, the County Board may approve the use of County services and County-owned vehicles and equipment for limited purposes in connection with the set-up and operation of the Adams County Fair.

B. **Obligations to Citizens.** An Official or Employee shall not grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

1.06 Conflicts of Interest.

A. **Financial and Personal Interest Prohibited.** No Official or Employee shall engage in any business or transaction or shall act in regard to financial or personal interest, direct or indirect, which: (1) is incompatible with the discharge of his or her duties; (2) would tend to impair their independence of judgment or action in the performance of their official duties; or (3) is contrary to the provisions of this ethics ordinance.

B. No Financial Gain or Anything of Value. Except as otherwise provided or approved by the County Board, no Official or Employee shall use his/her public position or office to obtain financial gain or anything of value for the private benefit of himself/herself or his/her immediate family, or for an organization with which he/she is associated. This paragraph does not prohibit a county elected official from using the title or prestige of his/her office to obtain campaign contributions that are permitted by and reported as required by Chapter 11 of the Wisconsin Statutes.

C. Incompatible Employment. An Official or Employee shall not engage in or accept any private employment or render any service for a private interest when such employment or service is incompatible with the proper discharge of their official duties or which may impair their independence of judgment or action in the performance of their official duties unless as otherwise permitted by law or unless disclosure is made as hereafter provided. An Employee shall obtain prior approval from their Department Head, or in the case of a Department Head, from the applicable home committee, before engaging in outside employment. Any authorized outside employment must not conflict with the Official's or Employee's ability to do their job with the County and must not otherwise violate any provision of this ethics ordinance.

D. Use or Disclosure of Confidential Information. An Official or Employee shall not, without lawful authority, knowingly disclose or permit the disclosure of confidential information to any person not lawfully authorized to receive such privileged information, or use confidential information to advance their personal financial interest or the financial interest of any other person.

E. Receipt of Gifts and Gratuities Prohibited. An Official or Employee shall not solicit or accept from any person or organization, directly or indirectly, anything of value without full payment, if it could reasonably be expected to influence their vote, governmental actions or judgments, or if it could reasonably be considered as compensation or a reward for any governmental action or inaction. It is not a conflict of interest for an Official or Employee to receive an unsolicited item of insignificant value or anything that is given to them independent of their position as an Official or Employee. This provision does not prohibit an Official or Employee from engaging in outside employment in accordance with this ethics ordinance.

F. Nepotism. An Official or Employee shall not hire, promote or directly supervise any member of his or her immediate family.

G. Contracts. No Official or Employee shall, in a private capacity, negotiate, bid for, enter into, make or perform a contract in which the Official, Employee, immediate family member of the Official or Employee, or any business or organization with which an Official, Employee or immediate family member is associated, has a direct or indirect financial interest, if the Official or Employee is authorized or required by law to participate in the Official's or Employee's capacity as such Officer or Employee in the making of that contract or to perform in regard to that contract some official function requiring the exercise of discretion on the Officer's or Employee's part. If the Official or Employee will not be involved with the contract in an official capacity, the contract may be allowed only if awarded through a process of public notice and competitive bidding in conformity with all applicable laws. This provision is intended to comply with, and in no way contradicts or invalidates the guidelines in Wisconsin Statute § 946.13.

H. Financial Interest in Legislation. A member of the County Board, who has a financial interest in any proposed action before the County Board, shall fully disclose the nature and extent of such interest to the County Board Chair prior to the initial discussion of such action and shall refrain from participating in the discussion of, and voting on, such action. A member of the County Board shall request to be excused by the Board or Commission Chair for the duration of any deliberations concerning such action in which the member has a financial interest. Any other Official or Employee who has a financial interest in any proposed action before the County Board, and who participates in discussion with or gives an official opinion or recommendation to the County Board, shall first fully disclose the nature and extent of such interest to the County Board.

I. Business Interest. An Official or Employee shall not engage in any business, transaction or act in regard to any financial interest, direct or indirect, which:

1. Is incompatible with the proper discharge of their official duties for the benefit of the public;
2. Is contrary to the provisions of this Code; or
3. May impair their independence of judgment or action in the performance of their official duties.

J. Unfair Persuasion. No Official or Employee may use or attempt to use his or her public position to influence or gain unlawful benefits, advantages or privileges for himself or herself or others.

K. Issuance of Permits. No Official or Employee empowered to issue a discretionary permit pursuant to either state or local laws or regulations shall issue any such permit to himself or herself or to any member of that Official's or Employee's immediate family without first revealing in writing the request for such permit to that person's immediate supervisor or to the County Board that regulates the subject of such permit and obtaining written permission from the person's immediate supervisor or the County Board to issue the same.

1.07 Public Records and Property. Pursuant to §19.21-19.39, Wisconsin Statutes, each and every Official is the legal custodian of and shall safely keep and preserve all property and things received from the Official's predecessor or other persons and required by law to be filed, deposited, or kept in the Official's Office, or which are in the lawful possession or control of the Official or the Official's Deputies. All persons are entitled to the greatest possible information regarding the affairs of government and the official acts of those Officials and Employees who represent them.

1.08 Political Activity. Officials and Employees may engage in political activity provided that such activity does not interfere with the performance of their duties and does not involve the use of county equipment or property. Officials and Employees are specifically prohibited from directly or indirectly coercing any person to withhold or contribute monetary or other types of assistance to any political candidate, party or purpose.

1.09 Wisconsin Statutes Incorporated. The following Sections of the Wisconsin Statutes are hereby incorporated by reference and made a part of the ethics ordinance:

- A. Chapter 11.00 Campaign Financing;
- B. Section 19.21 Custody and Delivery of Official Property and Records;
- C. Section 19.59 Code of Ethics for Local Government Officials, Employees and Candidates; and
- D. Section 946.13 Private Interest in Public Contract Prohibited.

Officials shall comply with the Sections of Wisconsin Statutes incorporated in this Code and failure to do so shall constitute a violation of the Code of Ethics.

1.10 Ethics Board. This ethics ordinance hereby creates an Ethics Board.

A. Membership. . The memberships of the Ethics Board will consist of two (2) employees, two (2) junior board members, and one (1) citizen all of which will be appointed by the County Board Chair.

B. Powers and Duties. The Ethics Board shall be responsible for investigating complaints and conducting fact finding hearings pursuant to section 1.11 below.

C. Assistance of Counsel. The Corporation Counsel shall furnish the Ethics Board whatever legal assistance is necessary to carry out its functions. The Corporation Counsel may retain outside counsel to provide this assistance as necessary.

1.11 Complaints, Notice, Response and Initial Hearing

- A. Content of Complaints**

All complaints shall be made in writing. The complaint shall state the specific provision(s) of the county ethics ordinance or Wisconsin statutes believed to have been violated and shall include sufficient information to support the allegations. The complaint shall also include all of the following: (a) the name, address and telephone number of the complainant; (b) the name, address and position of the individual who is the subject named in the complaint; (c) the facts constituting the alleged ethics violation(s) set forth clearly and in detail; (d) if complainant(s) believes that any board member has a conflict of interest or bias, it shall be stated in the complaint. Complaints that do not meet the minimum requirements set forth above shall be dismissed without prejudice. All written complaints shall be submitted to the office of the Adams County Clerk. The County Clerk shall forward the complaint to the chair of the ethics board and the corporation counsel. No action may be taken on any request or complaint filed later than one (1) year after a violation of this ethics ordinance is alleged to have occurred.

B. Notice, Response and Setting of Initial Hearing. The Ethics Board shall send notice, including a copy of the complaint to the respondent and complainant within seven (7) business days of receipt of the complaint by the Ethics Board Chair. The notice shall be sent via certified mail or by personal service. The notice shall inform the respondent that he or she may file a written statement of his or her position with the board within ten business days of the date the notice was sent. The Ethics Board shall set a time for an initial meeting on the complaint that is within fifteen (15) business days following the ten (10) business day deadline for response by the respondent. The initial meeting shall be set prior to the notice being sent out so that the notice will include the date, time and place of the initial meeting of the board regarding the complaint. An agenda shall be filed and posted prior to the initial hearing. The corporation counsel shall send a copy of the response(s) received from the respondent(s) to the Ethics Board and the complainant(s) at least five (5) business days prior to the initial hearing.

C. Initial Hearing. The Ethics Board shall convene within fifteen (15) business days following the ten (10) business day response period for the respondent to determine if it has jurisdiction over the subject matter of the complaint and to determine if there is a basis for the complaint. The complainant shall be present. If the complainant does not personally appear, the Ethics Board may dismiss the complaint without prejudice. If the board determines that there is no basis for the complaint, the board may immediately dismiss the complaint with prejudice and without hearing. In determining if there is a basis for the complaint, the Ethics Board must review the complaint, assuming that every allegation is true.

If the Ethics Board determines that the verified complaint alleges facts that provide a reasonable basis to constitute a violation of the code of ethics or that an investigation of a possible violation is warranted, it may make an investigation with respect to any alleged violation after notifying the respondent in writing. Such notice shall state the nature and purpose of the investigation, the actions or activities to be investigated and the respondent's due process rights. The Ethics Board may, in its sole discretion, extend the deadlines for taking action on a verified complaint or request. Failure of the Ethics Board to take action within the time frames set forth in this subparagraph shall not preclude the Ethics Board from pursuing a complaint.

1.12 Investigations and Enforcement.

Pursuant to any investigation or hearing conducted under this ethics ordinance, the Ethics Board has the authority to:

- (1) Require any person to submit in writing such reports and answers to questions relevant to the proceedings conducted under this article as it may prescribe, such submission to be made within such period and under oath or otherwise as it may determine.
- (2) Administer oaths and to require by subpoena issued by it pursuant to Wisconsin statute 885.01 the attendance and testimony of witnesses and the production of any documentary evidence relating to the investigation or hearing being conducted.
- (3) Order testimony to be taken by deposition before any individual who is designated by it and has the power to administer oaths, and, in such instances, to compel testimony and the production of evidence in the same manner as authorized by subsection (2) above.
- (4) Pay witnesses the same fees and mileage as are paid in like circumstances by the courts in Wisconsin.
- (5) Request and obtain from the department of revenue copies of state income tax returns and access to other appropriate information under Wis. Stat. § 71.78(4), regarding all persons who are the subject of such investigation.
- (6) Retain outside counsel and other experts as needed in connection with any of the Ethics Board's responsibilities hereunder after solicitation of recommendations from the office of corporation

counsel and upon such contract for services approved for content and form by the corporation counsel.

1.13 Hearing Upon Finding of Probable Cause.

(1) If after investigation, the Ethics Board finds that probable cause exists for believing the allegation(s) in the complaint, the Ethics Board shall not less than thirty (30) business days after such finding is made schedule a hearing date. The Ethics Board shall give the complainant and the accused at least thirty (30) business days notice of the hearing date. The Ethics Board may appoint corporation counsel and/or outside counsel to act as prosecutor of the complaint.

(2) Pursuant to Wis. Stat. § 19.85, the hearing shall be closed to the public unless the accused requests that it be opened.

(3) All evidence, including certified copies of records and documents which the board considers, shall be fully offered and made part of the record of the case. The evidence presented shall be limited to the scope of the charges made in the complaint. The Ethics Board shall not be bound by the rules of evidence for trial, but it shall admit all evidence having reasonable probative value provided that it relates to the scope of the charge(s) made in the complaint and shall exclude immaterial, irrelevant or unduly repetitious testimony.

(4) Every party shall be offered, during all stages of any investigation or proceeding conducted under this ethics ordinance, reasonable opportunity to rebut or offer countervailing evidence.

(5) The parties and/or their representatives shall provide each other with an opportunity to examine all documents and records to be used at a hearing under this section at least ten (10) business days prior to the scheduled hearing.

(6) The parties may make a brief opening statement to acquaint the board with the nature of the complaint;

(7) During the hearing, the parties shall have the opportunity to present witnesses, confront and cross-examine adverse witnesses and establish all pertinent facts.

(8) The voting members of the Ethics Board may direct questions to any party or witness.

(9) The burden of proving violations alleged in the complaint shall be on the complainant. Violations shall be proven by clear, convincing and satisfactory evidence.

(10) All proceedings held before the Ethics Board shall be recorded either by a certified court reporter or an electronic recording device.

(11) The Ethics Board shall have the power to compel attendance of witnesses and to issue subpoenas under Wis. Stat. § 885.01.

(12) Unless otherwise precluded by law, informal disposition of any case may be made by stipulation, agreed settlement, consent order or default.

1.14 Deliberations and Decision. Upon completion of the hearing, the Ethics Board shall adjourn to closed session for deliberations. Any person not a member of the board, including county board supervisors, shall be excluded from the deliberations of the Ethics Board. Corporation counsel shall further be excluded from deliberations if corporation counsel prosecuted the complaint on behalf of the complainant. Within the ten (10) workdays of the conclusion of the hearing, the Ethics Board shall complete and serve the parties its written findings, recommendations and orders signed by all participating Ethics Board members, together with findings of fact and conclusions of law, concerning the propriety of the conduct of the Official or Employee. The recommendations made by the Ethics Board may include a recommendation of the action and/or discipline that the Ethics Board believes that the Official or Employee by the Official's or Employee's governing, appointing or hiring authority should consider taking against the accused including, without limitation, censure, suspension, removal of an Official from office or employment or that an Employee be disciplined or discharged.

If the Ethics Board determines that no violation of this ethics ordinance has occurred, it shall dismiss the complaint, and notify all parties involved including the accused, and if requested to do so by the accused, issue a public statement. If the Ethics Board finds that clear, satisfactory and convincing evidence of an ethics violation exists, the Ethics Board shall take any action and make any recommendations and/or orders that it deems appropriate in accordance with this paragraph and section 1.15 below. The official or body to whom the decision of the Ethics Board is referred shall be guided by the recommendations of the Ethics Board but shall not be obligated to follow them.

1.15 Enforcement and Penalties.

If, after investigation and hearing, the Ethics Board determines by clear, convincing and satisfactory evidence that a violation of this ethics ordinance has occurred, the Ethics Board must make one (1) or more of the following:

A. Supervisors. If the person found to have violated this ethics ordinance is an elected member of the board of supervisors, the Ethics Board may refer the matter and recommendations to the board of supervisors for whatever action the board of supervisors deems appropriate under law.

B. Other Elected Officials. If the person found to have violated this ethics ordinance is an elected county official other than a member of the board of supervisors, the matter may be referred to the official or body with the authority to remove the official from office as provided under the Adams County ordinances or Wisconsin statutes. If none is designated in the Adams County ordinances or Wisconsin statutes, the matter shall be referred to the board of supervisors.

C. Appointed Officials. If the person found to have violated this ordinance is an appointed county official, the matter may be referred to the official or body with the authority to remove the official from office as provided under the Adams County ordinances or Wisconsin state statutes. If none is designated by the Adams County ordinances or Wisconsin statutes, then the matter shall be referred to the official or body who appointed the official to office.

D. Employees. If the person found to have violated this ordinance is an employee, the Ethics Board may refer the matter to the employee's appointing/hiring authority.

E. Return/Restitution. An order for the specified return of county property or funds or gifts and/or restitution for the value of the gifts, property and funds procured, obtained or retained as a result of a violation of this ethics ordinance. An order for return/restitution shall include a deadline for return or making restitution.

F. Modify Behavior. An order requiring the accused to conform his/her conduct to this article.

G. Fine. An order requiring an individual who has been determined by the Ethics Board to have violated this ethics ordinance to forfeit an amount not less than one hundred dollars (\$100) nor more than one thousand dollars (\$1,000) for each offense along with a payment deadline.

H. Corporation Counsel Action. The corporation counsel, when requested by the Ethics Board, shall institute a civil proceeding to recover any forfeiture, restitution or declaratory order incurred under this ethics ordinance which has not been timely complied with by the subject of the order. Any forfeiture or other funds recovered under this section shall be remitted to the Adams County treasurer. Any property ordered returned shall be returned to the county department or entity from which the property was taken, or to any other person or entity providing a gift.

I. Referral to the District Attorney. Referral to the District Attorney to commence enforcement and penalties as permitted by Wisconsin Statutes

J. Other Penalties. The enumerated penalties and sanctions in this section shall not be construed to limit the authority of the Ethics Board or the county from imposing any additional penalties or sanctions. Any person found by the Ethics Board to have violated any portion of this ethics ordinance shall be subject to private reprimand, public reprimand, denial of salary or merit increase, suspension without pay, removal from employment or office in accordance with the provisions of Wisconsin statutes or other disciplinary actions pursuant to the recommendations of the Ethics Board and/or judgment of the official or body to whom the decision of the Ethics Board is referred under this section. Any action taken by an Official or Employee that is deemed in violation of this section may be deemed void by Adams County.

K. Miscellaneous. Any other recommendations or orders as may be necessary and appropriate to carry out the intent and purpose of this ethics ordinance.

No recommendation or order of the Ethics Board becomes effective until twenty (20) days after it is issued.

1.16 Appeal. The affected Official or Employee shall have a right of appeal to the County Board after a written decision is entered or by grievance in the collective bargaining agreement if applicable. Such appeal must be made in writing within fifteen (15) days of the decision of the Ethics Board. The filing of an appeal shall stay any recommendations and/orders issued by the Ethics Board hereunder. The County Board shall affirm the factual and legal findings of the Ethics Board unless such factual and legal findings are clearly erroneous.

Bill Miller

ADMINISTRATIVE & FINANCE MEETING MINUTES

November 14, 2011, 9:00 a.m., Room A160

The meeting was called to order by Chairman West at 9:06 a.m. The meeting was properly noticed. Present: West, Sebastiani, Renner, Kotlowski and Ward. Also present: Phillippi, Djumadi and Larson.

Motioned by Kotlowski/Sebastiani to approve the agenda. Motion carried by unanimous voice vote.

Larson gave an update on office activities. A contingency fund/general fund balance document was handed out. EPA Brownfield Assessment Grant document was handed out. Lynn from Ayres was on speaker phone to explain Brownfield Assessment.

Sebastiani excused at 10:15 a.m. for phone conference call with Albert.

Sales tax document was handed out. Proposed budget amendment handout was provided.

Murphy present at 11:22 a.m. informed committee of loss of DATCAP funding.

Sebastiani present at 11:37 a.m.

Motioned by Sebastiani/Kotlowski to approve the check register. Motion carried by unanimous voice vote.

Phillippi, reported on office activities.

Larson provided Treasurer's investment report for Bays.

Motioned by Ward/Renner to approve and forward records retention ordinance to county board. Motion carried by unanimous voice vote.

Next agenda items:

Operation goals/objectives moving forward

Cohen to convert fund balances applied to carryover object code 999 after 2012 budget adoption.

Ward asked to be excused at 12:31.

Motioned by Kotlowski/Sebastiani to adjourn at 12:35 a.m. Motion carried by unanimous voice vote.

Set next meeting date December 12, 2011 at 9:00 a.m.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have not yet been approved.

Ad Hoc Rules Committee Minutes
3:00 p.m., A160, July 21, 2011

Meeting was called to order by Chairman, Allen at 3:00 p.m. Present were Jack Allen, John West, Bill Miller and Bev Ward. Excused, Joe Stuchlak. Also present was Cindy Phillippi, Marcia Kaye and Trena Larson.

The meeting was properly noticed. Motioned by Miller/Ward to approve the agenda. Motion carried by unanimous voice vote.

Motioned made by Ward/Miller to approve July 5, 2011 minutes. Motion carried by unanimous voice vote.

Page 65, line 39, strike, County Clerk and insert Administrative Coordinator – Credit Card Policy

Page 16, section 6.09, strike director an insert agents, add Highway Commission and Library Director

Page 65, line 12 Insert Friday/ in front of Special

Page 65, create a 18.02 Under extenuating circumstances the Administrative Coordinator Director of Finance may have a special check cut.

Page 64, line 21, insert by the next business day

Strike section 7 and replace with the following:

SECTION 7 - NEW EMPLOYEE ORIENTATION

7.01 Adams County will follow an established orientation procedure. Where applicable, all new or promoted County employees will receive orientation of all necessary policies and procedures and required training.

7.02 An Orientation Checklist shall be completed at each stage of the orientation to ensure discussion of each pertinent item. The completed and signed Checklist will be returned to the Personnel Department for inclusion in the employee personnel file.

- A. A newly hired employee will meet with the Personnel Director on their first day of employment, for orientation to general conditions of employment. Employees shall sign the P&GAP Receipt form indicating they have received a copy of the Personnel and General Administrative Policies and any addendums. This form is to be returned to the Personnel Department and placed in the employee's personnel file.
- B. The Department Head, or designee, shall orient each new employee to the conditions related to his job location, description and expectations, workplace safety, and hours of work, lunch, and breaks. Said orientation shall include an introduction to fellow workers, the use of the time clock and its location, dress code, safety regulations, lunch and break periods, purchasing supplies, use of telephones and other items as deemed necessary. If possible the Department

Head shall assign another employee throughout the employee's orientation period to assist in the orientation of the new employee

- C. The Payroll Technician will meet with the new employee as soon as possible after their start date to obtain information necessary for personnel records and provide orientation and enrollment in benefits for which the employee is eligible.

7.03 Department Head Orientation. In addition to the procedures outlined above, the County Personnel Director, County Clerk, Corporation Counsel and Administrative Coordinator/Director of Finance shall be responsible for the orientation of a new Department Head to the County Policies and expectations of the of the Department. An appointment will be scheduled with each of the positions listed above on the first day of employment or as soon as reasonably possible after the start date of the new Department Head. Topics to be covered with new Department Heads will be listed on the Orientation Checklist.

The above named positions shall on a continuous basis, provide feedback and positive reinforcement to a new Department Head to ensure a smooth acclimation to the County.

Motioned by West/Ward to turn ethic ordinance over to the transition committee for completion. Motion carried by unanimous voice vote.

Motioned by West/Mille to attach amended policy to committee approved resolution and forward to county board for adoption. Motion carried by unanimous voice vote.

A member from the committee will recommend that the policy be electronically disseminated to save the cost of printing, until the transition committee proposes or recommends a new employee handbook as it relates to the Budget Repair Bill.

Motioned by West/Ward to adjourn at 3:24 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Recording Secretary

Adams County Airport Commission
Minutes for the December 12, 2011 Meeting

Call to Order: Meeting was called to order by Chairman B. Miller at 7:04PM.

Roll Call: J. Kotlowski, M. Bourke, J. Reuterskiold and B. Miller. S. Pollina was excused. Also in attendance were M. Scott, airport manager and S. Sundsmo, grounds keeper.

Audience: None.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Kotlowski, Second by Bourke to approve the agenda. All voted aye, motion carried.

Approve the Minutes: Motion by Bourke, Second by Kotlowski to approve the October 10, 2011 minutes (there was no November meeting). All voted aye, motion carried.

Airport Managers Report:

Correspondence:

Scott produced a letter from the DOT regarding the State Airport System Plan. The letter explains the State is updating its long-range State Airport System Plan that focuses on the 8 commercial service and 90 general aviation airports in the state. To accomplish the goal the state hired a consultant to conduct a site visit for completion of the survey. Scott reported he met with the consultant and completed the survey in November.

Scott also produced a bill from Trees to Go for bucket truck services in replacing burned out security lights. It will be forwarded for payment.

And Scott presented a request for his reimbursements totaling \$650 for the past year. The reimbursements are from the following budget categories: \$100 from -410; \$100 from -413; \$150 from -432; and \$300 from -53520. Because all items are budgeted Scott was directed to submit the claim to the county.

Financial Review Monthly Check Summary:

Scott passed around the monthly check summary and expense report for November. With 92% of the year having passed just two categories exceed that amount, Telephone Service (99.04%) and Repair/Maintenance Vehicle (97.41%). Allowances have been made in the 2012 budget for the former but the later was the result of some unexpected flat tires on the tractor and repairs to the snow plow that exceeded the anticipated normal maintenance.

Adams County Airport Commission
Minutes for the December 12, 2011 Meeting

Fuel Report:

Fuel sales to December 12, 2011 were 12,235 gallons, about 34% below last years 18,476 gallons which in itself was far below the high of 38,000 gallons a few years ago. Scott further reported others are experiencing similar substantial reductions in fuel sales due to the economy. With this reduction in scale comes an increase in the sales price to cover the added cost per gallon to capitalize equipment replacement as required by the county.

Current Airport Improvement Program - Update:

Scott informed the commission that the project for designing the replacement of the runway was approved and a contract/notice to proceed has been forwarded to Mead & Hunt for the engineering work. Contractors are expected at the end of this month and the beginning of January to commence the work and possibly construction this coming year. The cost of the work is estimated at \$157,895 with the sponsor (Adams County) share to be \$3,948. Scott reported the amount was planned and budgeted as a capital improvement.

Motion made by Bourke, Second by Kotlowski to pay the \$3,948 airport sponsor share of the runway design from capital improvements. All voted aye, motion carried.

Hangar Site/Access Leases – Status:

Scott reported that the hangar ground lease and access letters have been mailed. All tenants have paid their lease for 2011 but two have not paid their grass cutting assessment and it was added to their 2012 lease.

Motion by Reuterskiold, Second by Bourke to accept the manager's report. All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported that all is going well, all equipment is operational and has been readied for snow removal. Discussion then was turned to the condition of the snow plow truck. It is an older unit acquired from the county highway department and its maintenance cost has risen sharply over the last two years despite attempts to contain. Sundsmo suggested a new unit be placed on the list for future airport improvement projects.

Motion by Bourke, Second by Kotlowski to accept the groundskeepers report. All voted aye, motion carried.

Audience Comments: None.

Adams County Airport Commission
Minutes for the December 12, 2011 Meeting

Next meeting set for February 13, 2012 at 7PM at the Welcome Center.

There being no further business a motion was made by Bourke to adjourn. Second by Reuterskiold. All voted aye, motion carried. Meeting was adjourned at 7:25 PM.

Respectfully Submitted,



Michael L. Scott
Airport Manager



MEETING MINUTES

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: October 26, 2011

Place: CWCAC, Inc. Headquarters
1000 Highway 13
Wisconsin Dells, WI 53965

Board Members:

Present: Bill Gomoll, John Atkinson, Teresa Sumnicht, Muriel Harper, John Wenum, Dave Singer, Charlie Krupa, John Earl, Don Nobs, and Kristine Koenecke

Absent: Ross Swinehart, Scott Beard, Jim Layman, and Joe Garvin

Unexcused Absence: None

Staff Present: Kari Labansky, Susan Tucker, Lisa Williams, and Donna Lynch

Guests: None

Opening

1. Motion was made by Bill Gomoll to adopt the agenda.
Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

Motion was made by Bill Gomoll to adopt the October 26, 2011 meeting minutes. Seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

2. Presidents Comments

After the Pledge of Allegiance, John Earl asked all to remain standing to observe a moment of silence to honor those men and women serving in our armed forces. John welcomed guests Kari Labansky, Susan Tucker, and Lisa Williams. Fred is attending a conference in Florida this week gathering information on initiating a fee-for-services Weatherization Program. John commented on the positive results of the programs our agency offers due the hard work of the board and staff. We have experienced some loss of funding affecting staff in the homeless unit. John expressed his thoughts and prayers for Ross' health and hopes for a speedy recovery. We are waiting to hear from the Adams County Board regarding the replacement for Karl Klingforth.

3. Executive Director's Report

Donna presented the Executive Director's report. Fred would like to express his gratitude to the board for his attendance at the WX Conference in Florida this week. A note from the new owners of the Oakdale house in Adams, Robert and Diane Bowe, was shared with the board. The Bowe's expressed their gratitude and appreciation to the agency for the house of their dreams. The Holiday Train will be held on Sunday, December 4th at 1:00 pm at the Amtrak train depot in the Dells with all board members invited.

The December Board Meeting date was considered. After discussion motion was made by Dave Singer to meet on Wednesday, December 14th. Seconded by Bill Gomoll. Passed unanimously. MOTION CARRIED.

Motion was made by Kristine Koenecke to approve the Executive Director's Report of October 26, 2011. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Kari presented the October 26, 2011 Budget & Finance Report. The 2011 Financial Audit was sent out for bids with 14 packets mailed to different CPA and Accounting firms. The cost for the audit is usually around \$20,000 which is down significantly from previous years. We are working on the 2012 agency budget which will be presented to the EPF&A Committee at their November 11th meeting.

Motion was made by Bill Gomoll to accept the Budget & Finance Report of October 26, 2011. Seconded by John Wenum. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. PBP Committee

Bill Gomoll asked board members to review the Combined PBP & EPF&A Committee report of September 23, 2011. John Earl called the meeting to order and roll call was taken with four of five EPF&A Committee members present and six of the PBP Committee members present. Motion passed by unanimous vote approving the agenda. Motion passed by unanimous vote approving the minutes of the August 19, 2011 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs. Holly Heights is almost fully occupied. Drainage is being addressed and grass is coming along well. The mechanical room door sustained damage when the Necedah Fire Department responded to fire alarms going off at the building. Tenants will sign a contract for purchase of the washers and dryers from CWCAC; issues with the size of the stackables fitting through room doors are being

addressed. Jeff Housker is working on rebates for Energy Star appliances. Fred is exploring the option of a fee-for-services Weatherization Program. An update on the Innovative Kitchen Project in Mineral Point was given. Our WI Division of Housing grant application for purchase of the Portage Office Building was not funded, but we were encouraged to apply again in December. Motion passed by unanimous vote approving the minutes of the August 19, 2011 EPF&A Committee meeting. We may soon be experiencing staff hour reductions in the Homeless Unit. We are waiting for the release of Satisfaction of Lien from the State to progress with sale of the Oakdale property. The Pine Grove 10th Anniversary Celebration will be held on September 30th with all board members invited. The property has been refinanced through Grand Marsh State Bank. Committee members discussed two options presented as the new Agency Brand. Motion was made by Muriel Harper to approve the circular agency branding logo in color appearing at the top of agency letterhead. Seconded by Charlie Krupa. After discussion, committee members recommended revisions to the logo for presentation at the next EPF&A meeting. Fred attended the Adams County Finance Meeting with the total County contributions of \$16,000 being fully funded again. The next PBP and EPF&A Committee meetings will be held on Friday, October 14, 2011.

Bill Gomoll asked board members to review the PBP Committee report of October 14, 2011. The meeting was called to order and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda. Motion passed by unanimous vote approving the minutes of the joint EPF&A and PBP September 23, 2011 Committee meeting. Ed presented a report on maintenance and repairs at each of our buildings. A new walk-in freezer has been installed at our Adams Food Pantry. Committee members discussed site control for future development projects and authorized Fred to explore different options for sites in Juneau, Sauk, and Dodge Counties. Fred mentioned that our annual 2012 Community Services Block Grant Application is due to be submitted at the beginning of November and will come before the board for approval at the October meeting. There are currently minimal vacancies at our apartment buildings. Fred is working with HUD and a representative from Legal Action regarding an issue with eviction proceedings of a Wyona Lake Apartments resident. Fred reported our Weatherization plan for the next 18 months includes staying at the same pace of activity through 2012. The PBP Committee supports Fred's attendance at the NCAF Weatherization Conference being held in St. Petersburg, FL the week of October 24, 2011. Committee members discussed and approved changing their meeting date from the third Friday of the month to the second Friday at 10:30 am. Fred reported on the progress of the Adams Warehouse Project. We received the first payment of \$6,000 from the Harold Henning estate and expect to receive another check of about the same amount. A letter of appreciation in the form of a news release was printed in the Adams-Friendship Times Reporter and

copy sent to the attorney. The next meeting will be held on Friday, November 11, 2011.

Motion was made by Charlie Krupa to accept the PBP Committee Reports of September 23, 2011 and October 14, 2011. Seconded by Don Nobs. Passed unanimously. MOTION CARRIED.

b. EPF&A Committee

John Earl commented that the Combined Building and EPF&A Committee meeting minutes of September 23, 2011 were just discussed however asked for any questions or comments. With no further discussion, John asked board members to review the EPF&A Committee report of October 14, 2011. The meeting was called to order and roll call was taken with three members present. Motion passed by unanimous vote approving the agenda. Motion was passed by unanimous vote approving the minutes of the joint EPF&A and PBP September 23, 2011 Committee meeting with the revision of #12 - Motion was made by Muriel Harper to approve the circular agency branding logo in color appearing at the top of agency letterhead. Seconded by Charlie Krupa. After discussion, committee members recommended revisions to the logo for presentation at the next EPF&A meeting. Fred reported on Personnel issues. John Hay has been laid off due to non-renewal of Jobs & Business Development Program funding. Four of Susan Tucker's staff had a five hour reduction in hours due to loss of some Homeless Unit funding. Kari presented the Finance Report. Committee members reviewed the 2011 Audit Bid. Motion was unanimously passed approving the 2011 Audit Bid with the revision of making a full board presentation at the end of the audit a requirement of the bid. Committee members discussed and approved changing their meeting date from the third Friday of the month to the second Friday at 11:30 am. Motion was unanimously approved recommending full board approval of B1-A indicating the color circular agency branding logo at the top of agency letterhead. Committee members reviewed the Mauston Senior Village Grand Opening and Pine Grove 10th Anniversary events held at the end of September. Motion was unanimously passed approving Fred's attendance at the NCAF Weatherization Conference being held in St. Petersburg, FL the week of October 24, 2011. Fred reported we are closing on the Oakdale house in Adams on Thursday, October 20th. Fred is working with HUD and a representative from Legal Action regarding an issue with eviction proceedings of a Wyona Lake Apartments resident and will keep the board informed of progress. Board members are invited to a "Poverty Simulation" being hosted by CAP Services at the Poverty Matters Conference being held at Chula Vista on November 16th. Fred mentioned that our annual 2012 Community Services Block Grant Application is due to be submitted at the beginning of November and will come before the board for approval at the October meeting. Fred will review emergency evacuation plans for each of our buildings. The next meeting will be held on Friday, November 11, 2011.

Board members discussed conflicts created by changing of the committee meeting dates and the commitments board members have with other meetings they are scheduled to attend. Board members requested a blank calendar be mailed to them on which they can indicate meeting date conflicts and return to Donna. The information will be compiled and new meeting dates suggested for discussion at the PBP and EPFA Committee Meetings scheduled for Friday, November 11th.

Motion was made by Muriel Harper to accept the EPF&A Committee Reports of September 23, 2011 and October 14, 2011. Seconded by Bill Gomoll. Passed unanimously. MOTION CARRIED.

6. Program Reports

- a. Weatherization
- b. Homeless
- c. Hunger Reduction
- d. Employment & Training
- e. Business Development

Program Reports were distributed in the Board Meeting Packets for review prior to the meeting. John Earl mentioned the total Weatherization Contract amount of \$1,481,380 with \$919,050 spent to date. We were supposed to complete 174 units for month of September and actually completed 208. To date we have installed 46 freezers/refrigerators, 43 furnaces, 18 water heaters, and 40 windows. Susan Tucker presented the Homeless Unit Report. The funding decrease for her unit occurred in the Emergency Food & Shelter Program (EFSP) which funds rental assistance and food pantries. The State Emergency Solutions Grant which supplements the Transitional Housing Grant from HUD was also drastically reduced. The Rapid Rehousing Grant which ran from August 2009 through September 2011 was also spent out with the program ending. 2012. Lisa Williams presented the Hunger Reduction Program Report. With the loss of TEFAP administrative dollars there was not enough money for storage and transportation of commodities, so whatever was available was shipped in July to emergency feeding organizations with warehouses. There was a big cut in commodities across the board. In August 2011 there was a 7% increase in households served, a 16% increase in donated and/or purchased foods, and a 2% decrease in USDA commodities. In September 2011 there was a 7% increase in households served, a 5% decrease in donated and/or purchased food, and a 100% decrease in USDA commodities. We have been re-allotted our original number of Section 8 vouchers increasing from 104 to 121. Lisa invited all board members to attend the Holiday Train being held on Sunday, December 4th and the Country Keg Turkey Raffle which is being held on Saturday, November 12th with both events benefitting the food pantry.

Motion was made by Dave Singer to accept the Hunger Reduction Report of October 26, 2011. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

7. Old Business

John Earl recognized Bill Gomoll with a certificate for 10 years of service on the CWCAC Board of Directors.

8. New Business

Motion was made by Bill Gomoll to approve the submission of the 2012 Community Services Block Grant Application recognizing CSBG dollars as base and core sources of funding with continued use of those funds to develop and strengthen programs that assist local communities in their pursuits to combat and reduce poverty. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

Motion was made by John Wenum to approve the EPF&A Committee recommendation of adopting the color circular agency branding logo at the top of agency letterhead with the revision of deleting the small agency logo in the upper left hand corner. After discussion, seconded by Dave Singer. Motion carried with nine for and one against. MOTION CARRIED.

9. Next Meeting

Wednesday, December 14, 2011 @ 10:00 a.m.

10. Adjourn

Muriel Harper made a motion to adjourn. Seconded by John Wenum. Passed unanimously. MOTION CARRIED.

ADAMS COUNTY BOARD MINUTES
November 15, 2011 9:30 a.m.

The Adams County Board of Supervisors meeting was called to order by Chairman Sebastiani at 9:34 a.m.

Roll Call of Supervisors: Dist. #01-Glenn Litar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-Patrick Gatterman; Dist. #09-Patricia Townsend; Dist. #10-Heidi Roekle; Dist. #11-Jack Allen; Dist. #12-Florence Johnson; Dist. #14-Bev Ward; Dist. #15-David Renner; Dist. #16-John West; Dist. #17-Bill Miller; Dist. #18-Terry James; Dist. #19-Dave Repinski; Dist. #20-Lori Djumadi. Excused, Dist. #13-Mike Keckeisen. Also present, Alexandria Beckman, Brittany Metoyer, and Nick Theisen from the SAYL program.

Motioned by Allen/Ward to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Litar/Kotlowski to approve October 18, 2011 minutes. Motion carried by unanimous voice vote.

Public Hearing:

Motioned by Kotlowski/Ward to recess at 9:36 a.m. for 2012 proposed budget hearing. Motion carried by roll call vote, 19 yes, 1 excused. Excused, Keckeisen.

The following individuals participated in the public hearing:

Alice Parr, Elaine Babcock, Sharon Rork, Jeff Wavrunek, Karen Romell, Susan MCzarnik, Thomas Zarnet, Maritha Karbowski, Jon Klopp, Donna Johnson, Diane Babcock, Maurie Beto, Daniel DePase, Bert Pinkus, Richard Matzko, Richard Church and Earl Nahments.

Motioned by Keckeisen/James to close budget hearing at 10:10 a.m. Motion carried by unanimous voice vote.

Motioned by West/Ward to deviate to Res. #78. Motion to deviate to Res. #78 carried by unanimous voice vote.

Res. #78: Motioned by West/Ward to adopt Res. #78 adopting the 2012 Budget, Tax Levy and Mil Rate for Adams County Government.

Motioned by West/Ward to reduce account 100 e 18 54960 000 by \$40,000 and to increase account 100 e 18 54950 316 by \$40,000. Motion carried by unanimous voice vote.

Motioned by West/Repinski to increase account 100 e 19 52501 410 by \$15.00, account 100 e 19 52501 413 by \$20.00, account 100 e 19 52501 419 by \$20.00, account 100 e 19 52501 432 by \$67.00 and to decrease account 100 e 19 52504 410 by \$15.00, account 100 19 e 52504 413 by \$20.00, account 100 e 19 52504 419 by \$20.00 and account 100 e 19 52504 432 by \$67.00. Motion carried by unanimous voice vote.

Motioned by Renner/Stuchlak to decrease account 100 e 40 55110 316 by \$5,338.00 and increase account 100 e 40 55110 421 by \$5,338.00. Motion carried by unanimous voice vote.

Motioned by West/James to increase account 100 e 44 56150 110 by \$5,631.00, account 100 e 44 56150 210 by \$431.00, account 100 e 44 56150 211 by \$422.00, account 100 e 44 56150 214 by \$2,202.00, account 100 e 44 56150 215 by \$3.00, account 100 e 44 56150 410 by \$500.00, account 100 e 44 56150 413 by \$1,500.00 and to decrease account 100 e 44 56150 420 by \$210.00, to

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increase account 100 e 44 56150 433 by \$1,140.00, and account 100 e 44 56150 440 by \$381.00, to decrease account 100 e 44 56150 905 by \$12,000.00, account 100 e 44 56185 110 by \$5,631.00, account 100 e 44 56185 210 by \$431.00, account 100 e 44 56185 211 by \$422.00, account 100 e 44 56185 214 by \$2,202.00, account 100 e 44 56185 215 by \$3.00, account 100 e 44 56185 410 by \$500.00, account 100 e 44 56185 413 by \$1,500.00, account 100 e 44 56185 433 by \$1,640.00, account 100 e 44 56185 440 \$4,660.00, account 100 r 44 43583 by \$16,989.00. Motion carried by unanimous voice vote.

Motioned by West/Renner to increase account 300 r 70 41110 by \$136,009.00, reduce account 300 r 70 41221 by \$136,009.00, 100 e 75 59100 000 by \$136,009.00 and 100 r 00 41110 by \$136,009.00. Motion carried by unanimous voice vote.

Motioned by West/Ward to approve as amended adopt Res. #78 carried by roll call vote, 18 yes, 1 no and 1 excused. Voting no, Stuchlak. Excused, Keckeisen. (SAYL members 3 yes, in a non-binding vote).

Claims: None

Correspondence: None

Recess: Motioned by Allen/Repinski to recess at 10:52 a.m. Motion carried by unanimous voice vote.

Reconvene: Called back to order by Chairman Sebastiani at 11:16 a.m. Roll call 19 present, 1 excused. Excused, Keckeisen.

Appointments:

Motioned by Stuchlak/Johnson to appoint Brittney Metoyer to UW Extension Committee serving as a student in a non-binding voting capacity. Motion carried by unanimous voice vote.

Motioned by James/Djumadi to appoint Ashely Gnat, Kishah Walter, Kathleen Schultz and Moundview Memorial Hospital & Clinics to the Long Term Support Planning Committee, and to remove Michelle Kronstedt, Tracy Erdman, Joyce Dubois, Nina Fischer, and Joanne Sumpter from Long Term Support Planning Committee. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Repinski to appoint Lori Djumadi to Long Term Support Planning Committee. Motion carried by unanimous voice vote.

New Business: None

Unfinished Business: Motioned by Allen/West to take Resolution #51 from the table. Motion carried by unanimous voice vote.

Motioned by Allen/Repinski to insert on page 43, section 3.02 line 54, the word "and" then to insert on page 44, section 4 line 31-32 "*a copy of the reconciliation shall be forwarded to the Administrative Coordinator/Director of Finance Office at the end of each Quarter.*" Then on page 54, section 22.01, line 2, strike "~~shall require County board approval Grant application or greater~~" and insert "*or are in excess*" after the word payroll. Motion carried by unanimous voice vote.

Motioned by Djumadi/Ward to amend section 6.10, line 1 and 2 and insert, "*The Personnel Director shall assist the Executive Committee and/or Home Committee in screening applicants,*" and then strike ~~Hiring of Non-Elected Department Heads. Department Head applications are to be screened by~~

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~~the Personnel Director.~~ Motion failed by roll call vote, 19 no, 1 excused. Excused, Keckeisen. (SAYL members 3 no, in a non-binding vote).

Motioned by West/James to amend section 6.09, line 49 and insert, "*The chair or designee of the Executive Committee and/or Home Committee may assist the Personnel Director in screening Department Head applications.*" ~~Then strike Department Head applications are to be screened by the Personnel Director.~~ Motion carried by voice vote, 18 yes, 1 no, 1 excused. Voting no, England. Excused, Keckeisen. (SAYL members 3 yes, in a non-binding vote).

Motioned by Stucklah/Allen to adopt amended Res. #51 carried by roll call vote, 19 yes, 1 excused. Excused, Keckeisen. (SAYL members 3 yes, in a non-binding vote).

Reports and Presentations:

Administration Coordinator/Director of Finance gave a report.

Motioned by James/Repinski to approve outstanding checks. Motion carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Res. #78: Motioned by West/Djumadi to bring back Res. #78. Motion carried by unanimous voice vote.

Motioned by West/Djumadi to amend Res. #78 fiscal note and whereas strike \$43,202,744 and \$25,348,837 and insert "\$43,049,746 and \$25,195,839." Motion carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, Djumadi, Sutclak. Excused, Keckeisen. (SAYL members 3 yes, in a non-binding vote). Motion to adopt amended Res. #78 carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, Djumadi and Stuchlak. Excused, Keckesien. (SAYL members 3 yes, in a non-binding vote).

Resolutions:

Res. #76: Motioned by James/Stuchlak to adopt Res. #76 to enter into an Intergovernmental Agreement for Columbia County to provide Medical Examiner services to Adams County for fiscal year 2012. Motion to adopt Res. #76 carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Res. #77: Motioned by Allen/Miller to adopt Res. #77 to sell county advertised tax foreclosure property, 30-5197. Motion to adopt Res. #77 carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Res. #79: Motioned by Johnson/Gatterman to adopt Res. #79 to enter into a Hauling Agreement for the Collection of Residential Refuse and Recyclables between the Village of Oxford, Wisconsin and Adams County, Wisconsin. Motioned by Johnson/Gatterman to amend the attachment by striking before and inserting "day" and striking 6 and inserting "7." Motion to amend carried by unanimous voice vote. Motion to adopt amended Res. #79 carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Res. #80: Motioned by Licitar/Johnson to adopt Res. #80 to establish a new non-lapsing UW-Extension account for administration of bequests funds from the Estate of Harold Henning, Adams County Probate Case No. 11PRO6A, to be used exclusively for the purposes of "the Adams County 4-H Organizations". Motion to adopt Res. #77 carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Ordinances:

Ord. #18: Motioned by Stucklak/James to enact Ord. #18 to rezone a parcel of land in the Town of Dell Prairie, owner Greg Stroede, located in the NE ¼, NE ¼, Section 3, Township 14 North, Range 6 East at 3619 9th Avenue, changed from an A1 Exclusive Agriculture District to an R2 Rural Residential District. Motion to enact Ord. #18 carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Ord. #19: Motioned by Licitar/Stuchlak to enact Ord. #19 to rezone a parcel of land in the Town of New Haven, owners Michael & Bonnie Julson, located in the NE ¼, NE ¼, Section 33 and NW ¼, NW ¼, Section 34, Town 14 North, Range 7 East, at 4115 Cty Trk G, change from an A1 Exclusive Agriculture District to an R1 Single Family Residential District (.84 acres) and to an R1 LL Single Family Residential District (2.4 acres). Motion to enact Ord. #19 carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Ord. #20: Motioned by West/Renner to enact Ord. #20 an ordinance adopting county records retention/disposition schedule. Motion to enact Ord. #20 carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Denials: None

Petition: None

Motioned by Johnson/James to approve claims as submitted. Motion to approve claims carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Motioned by James/Ward to approve per diem and mileage as submitted. Motion to approve per diem and mileage carried by unanimous voice vote. (SAYL members 3 yes, in a non-binding vote).

Motioned by Johnson/Allen to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next meeting date for December 20, 2011, 6:00 p.m. Motioned by West/Ward to adjourn at 12:16 p.m. Motion to adjourn carried by unanimous voice vote.

Respectfully submitted,


Cindy Phillippi, Adams County Clerk

These minutes have not yet been approved.

**Minutes of Executive Committee Meeting
November 8, 2011 – 9:00 a.m. - Conference Room A-260**

The meeting was called to order by Al Sebastiani, Chair, at 9:00 a.m. The meeting was properly announced. Members present: Al Sebastiani, Larry Babcock Beverly Ward, and Joe Stuchlak. Dave Renner was excused.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; John R. "Jack" Albert, Adams County Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Supervisor Diane England; Supervisor Terry James; and Supervisor Lori Djumadi.

Motion by Ward, seconded by Stuchlak, to approve the Agenda. Motion carried by unanimous vote.

Motion by Babcock, seconded by Ward, to approve the Minutes of the October 11, 2011 Executive Committee meeting. Motion carried by unanimous vote.

There was no public participation. There was new correspondence from Local 139.

Discussion was held regarding employee contribution limit toward Flex Spending. **Motion by Stuchlak, seconded by Ward, to increase flex spending limit to \$2,500.00 per year. Motion carried by unanimous vote.**

Motion by Stuchlak, seconded by Babcock, to convene in closed session at 9:12 a.m., for purpose of: (a) discussing negotiations with Adams County Sheriff's Association Local 355; (b) Discussing disclaimer of interest letter from Operating Engineers Local 139; and discuss performance of Administrative Coordinator/Director of Finance. Motion carried by unanimous vote. The Committee reconvened in open session at 10:17 a.m. Motion at 10:18 a.m. by Stuchlak, seconded by Sebastiani to take a recess. The session was called to order at 10:25 a.m.

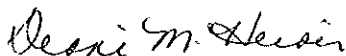
Larson presented the Administrative Coordinator/Director of Finance monthly report. Albert presented the Corporation Counsel monthly report. Kaye presented the Personnel Department monthly report.

Motion by Stuchlak, seconded by Babcock, to approve vouchers. Motion carried by unanimous vote.

The next regular meeting date is set for **December 13, 2011 at 9:00 a.m.** Action items for next meeting: Closed session to discuss and/or act on negotiations with Sheriff's Union Local 355.

Motion by Ward, seconded by Babcock, to adjourn the meeting at 11:19 a.m. Motion carried by unanimous vote.

Respectfully submitted,



Diane Heider
Recording Secretary



Extension Committee

Minutes of Meeting

November 8, 2011 @ 1:00PM

Adams County Community Center

569 N. Cedar Street, Extension Conference Room 103

Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 1:00 p.m. in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call: Board Members:** Florence Johnson, Glenn Licitar, Jack Allen, Diane England and Dave Repinski – Present.
Extension Staff: Don Genrich, Mary Ann Olson, Jennifer Swensen, Theresa Wimann, and Linda Arneson – Present.
Also Present: Tom Schmitz, UW-Extension Central District Director
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Allen and Second by Licitar to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Repinski Second by Allen to accept minutes of the Extension Committee Meeting of October 11, 2011 presented. Motion carried.
6. **Public Participation:** None
7. **Items for Action or Discussion:**
 - a) **Welcome – Dave Repinski:** Chair, Johnson Welcomed Dave Repinski to the Extension Committee. Repinski is taking the place of Klingforth.
 - b) **Tom Schmitz, UW-Extension Central District Director:** Schmitz updated Committee on the UW-System budget and staffing in the Central District.
 - c) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Olson and Theresa Wimann:** Committee discussed the monthly reports. Motion by Allen Second by England to place Monthly Reports on file. Motion carried.
 - d) **Review Calendars of Extension Education Staff:** Committee reviewed October calendars for all education staff.
 - e) **Review Check Summary and Financial Statement for October 2011:** September Check Summary and Financial Statements were reviewed. Motion by Licitar Second by Allen to place Check Summary and Financial Statements for October 2011 on file. Motion carried.
 - f) **Resolution on the Henning Estate:** Motion by Repinski Second by Allen to approve Resolution as presented and forward to the County Board. Motion carried.
 - g) **Needs Assessment Survey Update:** Olson and Swensen provided the finished report to the Committee Members and discussed some of the highlights. Copies of the report

will be provided to all County Board members prior to the December County Board meeting.

- h) Apples in Adams: Genrich provided samples of six varieties of apples grown in Adams County. Discussion on care/fertilization/spraying of apple trees in Adams.
- i) NELD Participation in 2012 by Genrich: Genrich has been nominated to participate in the National Extension Leadership Development program in 2012. All travel/lodging/meal expenses will be covered by state funds. The purpose of NELD is to provide the opportunity for current and future Extension leaders and administrators to:
 - Learn, apply and reflect on new effective leadership, organizational collaboration and change concepts and strategies
 - Develop a better understanding of self and enhance personal effectiveness through assessments, coaching, feedback, individual goal setting, strategies for processing and managing information leading to results
 - Strengthen competence in decision-making, build leadership capacity, improve effectiveness of extension programming and promote life-long learning
 - Broaden understanding of Extension on a local, state, national and international level.

Motion by Allen that Arneson prepare a Resolution authorizing Genrich to travel out of state to participate in the 2012 National Extension Leadership Development Program. The Resolution will be presented for approval at the December County Board Meeting. Second by England. Motion carried.

- j) Community Center: Discussed various Community Center items. Allen asked Genrich to meet with Carol Johnson and Jeff Wavrunek to suggest names for a committee to discuss how to use the Henning Estate funds and to also provide Allen with a list of items that needed attention in the Community Center.

8. Set Next Meeting Date: Next regular meeting will be December 13, 2011 at 1:00 p.m. in Room 123 at the Adams County Community Center.

9. Agenda Items for Next Meeting:

- Out-of-State Travel Resolution – Genrich
- Community Center

10. Adjourn: Motion by Repinski and Second by England to adjourn. Motion carried. Meeting adjourned at 3:26 p.m.

Minutes taken by
Linda Arneson
Clerk/Bookkeeper
UW-Extension, Adams County

Diane England, Committee Secretary

These minutes have not been approved by the Extension Committee.

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, NOVEMBER 10, 2011 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock, Chairperson
Florence Johnson, Vice-Chairperson
Dean Morgan
Alexandria Beckman – SAYL Member

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Peter Hansen
and Annette Palmer

MEMBERS ABSENT: Patrick Gatterman – Excused
Michael Keckeisen – Excused

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, November 10, 2011.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, MORGAN AND SAYL MEMBER ~
BECKMAN. **MEMBERS ABSENT:** GATTERMAN and KECKEISEN - EXCUSED.

APPROVAL OF AGENDA: *Motion by Morgan to approve the Agenda as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL OF MINUTES OF LAST MEETING (OCTOBER 13, 2011 REGULAR MONTHLY MEETING): *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for October 13, 2011 Regular Monthly Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Public Participation was requested for the following Agenda item:

- TIGER Grant
- County Road "J" Driveway Access ~ Palmer

TIGER GRANT: Peter Hansen representing AECOM was present and updated the Highway Committee and Commissioner of the status on the application for the Tiger Grant. **NO ACTION TAKEN.** (Report attached to Minutes)

COUNTY ROAD "J" DRIVEWAY ACCESS ~ PALMER: Annette Palmer was present and explained why they need two driveway accesses on their property: her husband is a truck driver and for safety reasons it would be better to pull into driveway and not back in off County Road "J". Zoning on this property is residential and reference the Driveway Ordinance only one access is allowed for a residential property. Mr. & Mrs. Palmer are in the process of finding out what they need to do to get the zoning correct or changed to commercial. *Motion by*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
NOVEMBER 10, 2011 ~ 9:00 A.M.**

Johnson to allow the Palmer driveway access on County Road J to remain up to a period of 90 days and place this topic back on the December Highway Agenda for update, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

COUNTY ROAD "N" SNOW FENCE

- 1) **OLSON-MARTZ:** Highway Commissioner contacted Olson-Martz reference placing snow fence on their property, at this time they do not wish to have snow fence on their property as it is planted with alfalfa.
- 2) **PATTEN:** Highway Commissioner contacted Patten and they would like snow fence placed on their property and have signed a letter of agreement.
- 3) **COOK:** Highway Commissioner contacted Cook, have not heard from them; will contact Cook again to see if they would allow snow fence on their property.

AFSCME LOCAL 323 HIGHWAY EMPLOYEES: Karen Bays, AFSCME Local 323 Highway Employee was present to discuss concerns with items that were in the union contract and moving forward after the first of the year, what will be expected, such as work hours and work week. Highway Committee instructed the Commissioner to contact the Transition Committee Chairperson and find out what direction this Committee is taking and if department heads need to submit information to them reference specific departmental issues.

Alexandria Beckman – SAYL Member ~ Excused at 11:00 A.M.

COUNTY ROAD "E" ~ LIVING SNOW FENCE: Two property owners on County Road "E" would be interested in living snow fence on their property. *Motion by Morgan to proceed forward with land acquisitions for the two willing property owners, (Hansen / Stalker) on County Road "E" to install living snow fence on their property, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & APPROVE COUNTY ROAD "Z" (18TH LANE TO WOOD COUNTY LINE) APPRAISALS, JURISDICTIONAL OFFERS, CONDEMNATIONS & OFFERING PRICE REPORTS: *Motion by Johnson to approve the Offering Price Report as prepared by Timber-Selissen Land Specialist for parcel: 91 on the County Road "Z" (18th Lane to Wood County Line) Project, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & APPROVE COUNTY ROAD "Z" (STH 82 TO CTH F) APPRAISALS, JURISDICTIONAL OFFERS, CONDEMNATIONS, RELOCATION ORDER & OFFERING PRICE REPORTS: *Motion by Morgan to approve the Relocation Order as prepared by Timber-Selissen Land Specialist for the County Road "Z" (State Road 82 to County Road "F") Project, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

RESOLUTION TO APPLY FOR C.H.I. (COUNTY HIGHWAY IMPROVEMENT) FUNDS: *Motion by Johnson to approve and forward a Resolution to County Board to Authorize Adams County Highway Department to apply for a \$94,770.11 C.H.I. (County Highway Improvement) grant from the Wisconsin Department of Transportation to assist in*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
NOVEMBER 10, 2011 ~ 9:00 A.M.**

funding the resurfacing of County Road "B" from State Road 82 to County Road "E", second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

EQUIPMENT LOCATION PLOW ROUTES: Discussed the snow plow truck routes: insurance, truck repairs and legal concerns. *Motion by Morgan to have snow plow trucks placed at salt sheds until further review, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

WOOD COUNTY PAINTING: Updated the Highway Committee on painting operations in Wood County.

UPDATE ON STATE BUDGET BILL: NO UPDATES TO REPORT

2012 HIGHWAY BUDGET: NO UPDATES TO REPORT

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Grubbing stumps on County Road "E"
- Started putting up snow fence on State and County
- Painting, a few days left, weather permitting
- Fuel ~ Satisfied with current provider
- Truck Route for Conditional Use Permit / Dostal~Milksource

FINANCIAL REPORT: *Motion by Morgan to approve the October 2011 Financial Report as audited, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the November 4, 2011, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Morgan to approve the Monthly Check Summary report as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- County Road "J" Driveway Access – Palmer
- Truck Locations ~ Outlaying

SET NEXT MEETING DATE AND ADJOURN: *Motion by Johnson, second by Babcock, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, December 8, 2011 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 1:37 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

TIGER III Grant Application for the
Wisconsin River Scenic Multi-modal Route
Report to the Adams County Board – 11/10/11

On October 28th, Adams County Highway Department applied for a \$9.7 million grant from the TIGER III program to fund the renewal of CTH Z from STH 82 to CTH F. This project meets the TIGER program eligibility criteria as it will:

- improve the condition and safety of an existing road,
- contribute to the economic competitiveness of the region,
- create jobs in the near-term since it is shovel-ready, and
- benefit the environment and the communities in proximity to the project.

President Obama has directed US DOT to award \$527 million to eligible projects before the end of 2011. (So we will know shortly whether our project has been selected for funding.) Of the \$527 million amount, \$140 million is set-aside for rural projects. As a rural county, Adams County is not required to provide a local match.

Over 1000 applications were received for TIGER III. While there is a great deal of competition for these funds, Adams County applied for the segment of the project that is both construction-ready and has the most competitive Benefit-Cost score. This project has a very positive Benefit Cost ratio of 1.75, calculated by AECOM economist, Dr. Toni Horst, consistent with federal requirements. (Projects with a benefit-cost ratio greater than 1 have greater benefits than costs; hence they have positive *net* benefits. The higher the ratio, the greater the benefits relative to the costs.)

AECOM would also recommend that Adams County consider using the information developed for this TIGER application to apply for other Federal and State funding programs. In 2012, two possible options are listed below.

- A grant from the Federal Transportation Enhancement program funding for any unfunded segments of the project. (The Wisconsin Dells Riverwalk was built with Transportation Enhancement funding.)
- State and Federal Scenic Byway Status for either the entire route or only the portion that is located on STH 82 and 13. While federal rules allow local roads to be part of a Scenic Byway, current State rules restrict State Scenic Byway status to State jurisdiction roads.

(This assumes Congress will appropriate Federal fiscal year 2012 funding for these long-standing programs.)

**Adams County Humane Society
Board of Directors - Meeting Minutes
Community Center in Adams County
October 10, 2011
License # 266944-DS**

Call to order

Carol Berry called the monthly meeting of the ACHS Board of Directors to order at 5:03pm.

Attendance

Carol Berry, Mary Anne Keul, Al Schmidt, Lynn Moen, Christina Ackerman, Joyce Koehler, Brenda Merkle and (possible new member guest) Fran O'Brien.

Approval of Minutes

- *A motion was made by Al Schmidt to accept the meeting minutes of 9/12/2011 and the closed session minutes of 9/16/2011, the motion was seconded by Lynn Moen.
- *Al Schmidt made a motion to read Fran O'Briens letter of interest to become a board member. The letter was read and discussed. All were in favor. Al Schmidt made a motion to accept Fran as a member, Mary Anne Keul seconded the motion. Welcome Fran!

Building Maintenance

- *Only one electrical outlet left to do in the cat play room, all the rest have been upgraded.
- *Furnace has been checked out and is okay.
- *Will get an estimate from Roch-a-cri gas to get duct work cleaned and see if there is anything that can be done about the duct work sweating

Fresh Ideas Committee Update

- *This Saturday is the Italian Dinner from 4:30 to 7pm. Duane from Papas Pizza will be doing the cooking. Ilene will set up craft tables with Joyce.
- *A letter is being set up to send along with donation cans to give permission to the person named in the letter to collect money.

Managers Report

- *Outdoor security system is getting fixed to be compatible with the computer.
- *Christina will be checking with a company "Winner Products" on getting new donation cans to replace the old ones.
- *Petenwell Pub presented Christina with a nice donation check they got from the proceeds of a bean bag toss.
- *Christina went to a seminar the 6th and 7th of October for Shelter Customer Service and Shelter Management. Also at the seminar she got a folder with OSHA rules, a couple rules were: No open drinking containers in animal areas, No fostering by employees without getting paid.
- *Also discussed was staying open one or two days a week until 7pm and raising prices of dogs and lowering prices of cats.
- *There is a cleaner that will kill ring worm and parvo, will check more on prices and the possibility of purchasing this cleaner.
- *Would like to give a heart worm test to dogs before they are adopted.

Treasurers Report

- *Rome car show was a great success.
- *Shirts were ordered and are organized in totes. A decision was made to change the prices on the shirts, short sleeve t-shirts \$10.00, long sleeve t-shirts \$15.00 and the sweat shirts \$20. The prices for each type of shirt is for all the sizes.
- *Info on workmans comp insurance was discussed and the new payroll amount will be changed.

Old Business

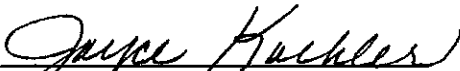
- *Fee schedule review. We need more info on why animals will not be adopted to certain people. Need a list of approved and denied rules.
- *Some changes need to be made on our price list.
- *Need a Code of Conduct for employees.
- *Got a copy of new brochure, a few changes had to be made. Will finalize at next meeting.
- *Finalize 2012 budget, only change is workmans comp payroll. Will finalize budget when contract with the county is done, Mary Anne set a hold on budget until Nov. 14th meeting.
- *Brenda Merkle made a motion to convene into closed session 19.85(1)e at 8:48pm. It was seconded by Fran O'Brien. A motion was made by Fran O'Brien to go back into open session 19.85(2) at 9:26pm and was seconded by Al Schmidt.

Adjourn

Carol Berry called the meeting to end at 9:29pm.

Next BOD meeting held at the community center will be November 14th, 2011 at 5pm.

Minutes respectfully submitted by:


Joyce Koehler, Secretary

Jt. Property/Public Safety & Judiciary Committee Meeting Minutes

November 30, 2011, 9:00 a.m.

Room A260

Meeting was called to order by Chairman Dave Renner at 9:00 a.m. The meeting was properly announced. Present: Allen, Miller, Renner, Djumadi and Kotlowski. Also present: Hamman, Sebastiani, Keckeisen, Bays, Gruerin, Price, Green, Mike Berge, Scott Thurber, Brian Gadow and Barb Waugh. Excused, Ward and James.

Motioned by Kotlowski/Miller to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Allen/Djumadi to approve October 14 & 19, 2011 minutes. Motion carried by unanimous voice vote.

Larsen present at 9:03 a.m.

Item #6: Green said Wollin and Beckman were running late and to please move on to next item.

Item #7: Berge, architect from Ayres, read each item on the handout he gave to everyone on the Project Cost Summary sheet regarding roofing and remodeling at the Health and Human Services building and Community Center. Discuss added cost of \$12,000 for IT update and installation. Talked about cutting costs such as electric access door or stop door access (card reader) and waiting areas. Need to figure where to costs some costs.

Wollin, Beckman and Faukenrug present at 9:07 a.m.

Motioned by Allen/Kotlowski to put on hold and have to Larson and Price come up with numbers we need for the next property meeting. Motion carried by unanimous voice vote.

Bonnett and Cada present at 9:20 a.m.

Motioned by Allen/Miller to keep Room 214 as is and continue with the work on Room 219. Motion carried by unanimous voice vote.

Item #6: Green handed out materials on the Bullet proof glass justification in the Sheriff's office/Jail Lobby. Money will come out of a carryover account.

Motioned by Djumadi/Miller to authorize the Sheriff's department to go ahead with the bullet proof glass in the Sheriff's department, not to exceed 6,354.00 from jail assessment account. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Allen to deviate to item #15. Motion carried by unanimous voice vote.

Larson presented a handout from the Humane Society agenda from November 21st, 2011. Humane Society wants a contract by December 31, 2011 in order to proceed. Discussion on other options such as Eyes of Hope in Oxford.

Motioned by Djumadi/Kotlowski to Larson to proceed with Eyes of Hope for the dogs and prepare a request for services for the cats.

Motioned by Djumadi/Kotlowski to withdraw previous motion.

Motioned by Keckeisen/Miller to allow Larson to proceed with Eyes of Hope for the dogs and prepare a request for services for the cats. Motion carried by unanimous voice vote.

Price left at 10:33 a.m.

Item #9: Discussion on insurance reimbursements about Health & Human Services-Mary Ann Bays, Treasurer, gave handouts-Single & multiple trade project thresholds. Bays will get a hold of Halona (Mutual Insurance Co) on the speaker phone for the committee.

Motioned by Allen/Miller to recess at 10:54 a.m. while Bays gets set up. Motion carried by unanimous voice vote.

Motioned by Allen/Miller to reconvene at 11:01 a.m.

Committee on speaker phone with Halona until 11:23 a.m. To bring back next month.

Item #10: Had previously taken place.

Item #11: No discussion needed.

Item #12: Discussion on property #201-630 on Elm Street in the City of Adams, needs to be demolished. Received bids from Fenner Excavating (\$17,715.00) and Dehmlow Excavating (\$13,000.00). Fenner rebid to \$7,100.00 plus tippage (approx. \$5,000.00).

Motioned by Kotlowski/Miller to accept lower bid from Fenner not to exceed \$12,100.00. Motion carried by unanimous voice vote.

Item #13: Discussion on limited selection in vending machines in lunchroom.

Motioned by Kotlowski/Allen to approve changing to Vacation Land Vendors. Motion carried by unanimous voice vote.

Item #14: Discussion on a selling salvaged furnace from Health & Human Services-3 year old furnace could sell for \$500 to \$1,000, maybe put it up for salvage auction. No action taken.

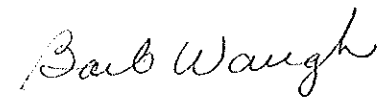
Item: #16: Discussion on cleaning contracts. Advance Janitorial states no price increase for next year but needs to be renewed. They clean the Highway, Solid Waste and Community Center buildings.

Motioned by Djumadi/Miller to renew contract with Advance Janitorial. Motion put on hold until next month. Larson said that Highway would only like to have a cleaner there 2 days instead of 3 days per week which will make a difference in the cost. Larson will let us know what the cost difference would be for next meeting.

Items for next agenda: Discussion on change orders and resolution for it; cleaning contracts; and selling salvage furnace.

Next meeting date; waiting for Larson to get back to property committee.

Respectfully Submitted,



Barb Waugh

Recording secretary

These have not yet been approved

LAND & WATER CONSERVATION COMMITTEE MEETING

November 14, 2011

Regular Meeting

Present: Stuchlak, Morgan, James, Licitar, England, Bork. Absent and excused: Keckeisen.

Call to Order: Chair Stuchlak called the meeting to order at 9:00 AM in Adams County Courthouse Conference Room, A231.

Was the meeting properly announced? Yes.

Agenda: Motion, by Licitar/Morgan, to approve the agenda. Motion carried unanimously.

Previous Minutes: Motion by James/Bork, to approve the minutes for the October 10 , 2011, (regular) meeting, and for the October 26 , 2011, (cost-sharing) meeting. Approval carried unanimously.

Public Participation: Chair Stuchlak announced that public participation would be taken "as we go."

Wildlife Abatement Claims Report: Barry Benson appeared and presented current USDA-APHIS crop-pricing figures for proposed use in the 2011 Adams County Wildlife Abatement Program. Murphy then asked of Mr. Benson, and the committee agreed, that he supply the committee some kind of outline/refreshers/ explanatory-summary and scope of the Wildlife Abatement Program's operations, which Mr. Benson immediately did. After presentation, questions, and discussion, motion by Bork/Licitar to accept the suggested price guidelines carried unanimously.

WDNR Report: None.

NRCS Report: Michelle Komiskey appeared and discussed aspects of the Wetland Reserve Program (WRP) of the NRCS, soliciting contacts from possible qualified landowners interested in wildlife restoration of once/former wetlands that had been humanly altered for conversion to agricultural use.

Deviation from the Agenda. At 9:30 AM, motion by James/England, to temporarily suspend the agenda to address item "j." (Friendship Lake dam concerns); carried unanimously. Mr. Pat McCue requested permission to address the committee on behalf of Friendship Lake property owners regarding issues /potential problems/concerns with anticipated forthcoming sale/change of ownership of the Friendship Lake dam. Murphy outlined and summarized the situation. Questions and discussion of various related issues followed, and the committee established that the topic be placed upon and addressed during the December 12, 2011 L&WCC meeting's agenda.

Return to the Agenda. At 9:50 AM, Chair Stuchlak redirected business back to item "d.", the LWCD monthly report.

LWCD monthly report. Lake Specialist Reesa Evans was invited by the committee to present highlights of her recent conference in Spokane, Washington. She briefly reviewed her activities and her presentations, the valuable time she had, and encouraged attendance at the 2012 NALMS to be held in November, 2012, right here (WI), in Madison, WI.

Central Wisconsin Windshed Partners report. Licitar reported that the next meeting would be on December 19, 2012 at 1:30 PM.

North Central Land and Water Conservation Association report. Committee requested review of October 27, 2011, trip to NCL&WCA gathering at Wausau. At Murphy's request, clerk Ron Pufall reported on the day's activities and events: the poster and speech contests, and the business meeting.

Golden Sands Resource, Conservation, and Development report. The next meeting date is Thursday, November 17, 2011.

USDA Farm Services Agency report. No meeting in October. Next meeting in December, 2012.

October, 2012, Financial report. No discussion, no flags to report. Motion to approve, James/Morgan, carried unanimously.

WLWCA Resolutions. At committee request, Murphy provided viewpoints/concerns regarding various items among the five proposed resolutions. Motion to adopt Resolution #1 (Phosphorus/Lake Michigan), James/England, carried unanimously. Motion to adopt Resolution #2 (Wetlands Tax Classification), Bork/Licitar, carried unanimously. Motion to adopt Resolution #3 (Asian Carp Spread/Inland Watersheds), Licitar/James, carried unanimously. Motion to deny Resolution #4 (Climate Change), James/Morgan, carried unanimously. Motion to approve Resolution #5 (Merging WLWCA with WALCE), James/Morgan, contingent upon modifying the bylaws to eliminate Executive Committee, and upon modifying statement that subcommittees "shall" be established.

Motion to recess. At 10:25 AM, motion to take short recess, James/England, carried unanimously.

Re-convene the meeting. At 10:35 AM, Chair Stuchlak called the meeting back to order.

Voting Proxy Form. Chair Stuchlak indicated his intent to attend and vote at the WLWCA business meeting on Friday, December 12, at Wisconsin Dells, and he authorized Morgan to serve as proxy should he be unable to attend.

McGinnis Dam grant-of-access. Motion by England/Licitar to approve easement to McGinnis Lake dam.

Atrazine Prohibition Areas. Consensus was to invite DATCP to January, 2012, meeting for more information.

Communications: 1.) Motion to approve 2012 Budget changes outlined by Murphy, Morgan/England, carried unanimously. Changes are due to decrease in DATCP funding. To offset decrease, LWCD shall reduce operating supplies, training costs, and eliminate vehicle purchase. 2.) Chair Stuchlak signed transfer agreement to authorize transfer of cost-share funds from Adams County to Lincoln County. 3.) Murphy stated that Nature Conservancy had alerted the department of an auction sale of acreage near Big Spring in New Haven Township. 4.) Committee discussed request for recommendations for improving the Wildlife Abatement Program.

Items for December, 2011, L&WCC Meeting: Friendship Lake Dam – ownership.

Next Meeting Date: December 12, 2011, 9AM.

Motion to Adjourn: Made at 11:20 AM, James/Licitar; carried unanimously.

Minutes recorded by Ron Pufall, L&WCD Clerk//Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

**Adams County Library
Board Minutes
10/24/11**

Board members were present at 1:00 p.m. The meeting was called to order by President Nelson at 1:20 p.m. Present were Nelson, Heideman, Challoner, Renner, Albrecht, Kreten, and Director Wavrunek. Townsend was excused.

President Nelson verified that the meeting was properly announced.

Motion to approve the agenda was made by Challoner, 2nd by Heideman and carried unanimously.

Public input was invited. No one was present during the meeting.

Recommended Actions: minutes, bills and financial report:

Motion to approve the minutes of the September meeting was made by Heideman, 2nd by Renner and carried unanimously after the following revisions were made: SCLS and e-reader costs were discussed and Laurie Falash donated the rocking chair to the Reading Room.

Information on the bills was included in the Financial Report and reviewed. Recent bills were initialed.

Motion to approve the Financial Report for September was made by Kreten, 2nd by Challoner and carried unanimously.

Communications & Reports:

Wavrunek received donations for the library from the following area businesses: GMJ Automotive/\$200, Easton-White Creek Lions/\$500, Wisconsin River Coop/\$250, Jon T. Wall/\$200, Grande Cheese/\$200, Ace Hardware/\$250, and the Pamida Foundation/\$1,000. THANK YOU!

South Central Library System report:

No report

Budget:

The 2012 budget was discussed. The County Board budget meeting is Nov. 15th at 9:30 a.m.

Director's Report:

- A. Circulation: Many library directors are questioning discrepancies with the new reporting system making it difficult to compare this year's circulation numbers to last year's. Seven-day loans and DVD circulation have increased.
- B. Landscaping: Raised beds and experimental gardens will be considered in the future.

- C. Furniture for the Reading Room: Some new-to-us furniture has been installed. Wavrunek is considering adding more from the Wisconsin Dells Library in the future. A coffee maker will be added after the Food and Drink Policy is amended.
- D. Wireless: Wireless was down recently due to the disappearance of Public IP – the supplier. SCLS will handle wireless for now.
- E. Website: Due to complications with SCLS, improving our website will not be as soon as desired.

Scrapbook Update:

The next update will be in January.

Wisconsin Library Standards:

Service target information was disseminated. The Adams County Library falls well short of the Basic Level for libraries serving the same size population.

The possibility of surveying patrons concerning future library needs was discussed.

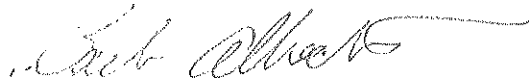
Identify possible upcoming items for future meetings:

- A. Concealed Weapons Policy information
- B. Long Range Plans
- C. The 2012 Budget
- D. Food/Beverage Policy
- E. Appointment of a nominating committee
- F. Appointment of an auditing committee

The meeting was adjourned at 2:25 p.m.

The next meeting will be held Monday, November 28th at 1:00 at the Adams County Library.

Respectfully submitted by Barb Albrecht, Secretary



**Adams County Library
Board Minutes
11/28/11**

The meeting was called to order by President Nelson at 1:03 p.m. Present were Nelson, Heideman, Renner, Albrecht, Kreten, and Director Wavrunek. Townsend and Challoner were excused.

President Nelson verified that the meeting was properly announced.

The agenda was approved after suggestion to have it publicized on the county web site.

Public input was invited. No one was present.

Recommended Actions: minutes, bills and financial report:

Motion to approve the minutes of the October meeting was made by Heideman, 2nd by Kreten and carried unanimously.

Information on the bills was included in the Financial Report and reviewed. Recent bills were initialed.

Motion to approve the Financial Report for October was made by Albrecht, 2nd by Renner and carried unanimously.

Communications & Reports:

None

South Central Library System report:

Nelson reported the endowment is close to its goal of \$100,000. The Corner Stone event was well attended. During the December meeting, the System may be changing its meeting date to the fourth Monday of the month. The Adams County Library Board may need to adjust its schedule accordingly. Cheryl Becker is retiring from the System. She has been a great help to the Adams County Library. KOHA is still in progress to make it more user friendly.

Budget:

The money once sent to the Oxford Library will remain in the Adams County Library budget. The library will be selling baked goods at the Assembly of God Church prior to the Christmas Carol performances. Baked goods are needed at the library Dec. 9th and 16th.

Director's Report:

- A. Accurate circulation numbers remain elusive with the new system.
- B. 8 of our computers need replacing by the end of 2012 according to the technology person from South Central. Wavrunek will be looking for grants and corporate sponsors
- C. Moving our website from its current SCLS host was discussed. **Motion** to allow Wavrunek to spend up to \$12 a month for a new host was made by Kreten, 2nd by

Albrecht and carried unanimously. Money to update the website was voted on in October.

SCLS Representation:

Nelson will continue to attend the SCLS meetings.

Concealed Weapons Policy Information:

The county posted no weapons signs.

Long Range Plans:

The board discussed reviewing the mission statement from 2003. Nelson proposed having library board members contact town supervisors and ask them to canvas their constituents concerning whether the library is meeting their needs.

Food and Beverage Policy:

Motion to amend the Food and Beverage Policy to allow covered beverages in the collection area and reading room only was made by Heideman, 2nd by Kreten and carried unanimously. No food or beverages are allowed in the computer areas. There is now a coffee bar in the reading room.

Appointment of a Nominating Committee:

Nelson appointed Challoner and Heideman to the nominating committee.

Appointment of an Auditing Committee:

Nelson appointed Kreten and Renner to the auditing committee.

Decision about the December Meeting:

The December 26th meeting was cancelled. There will be a potluck celebration at 12:00 p.m. prior to the January 23rd meeting.

Identify possible upcoming items for future meetings:

- A. Evaluation of the new director
- B. Scrapbook Update
- C. Report from the nominating committee
- D. Report from the auditing committee
- E. Let the county know of any library board members whose terms are expiring
- F. Update from SCLS on meeting dates
- G. SCLS representation

The meeting was adjourned at 1:55 p.m.

The next meeting will be held Monday, January 23rd at 1:00 at the Adams County Library.

Respectfully submitted by Barb Albrecht, Secretary



**Parks Committee Meeting
Courthouse Conference Room A231
October 12, 2011 8:00 a.m.**

Call to Order: Meeting was called to order at 8:00 a.m. by Chairperson Kotlowski.

The meeting was properly announced.

Roll Call: Committee Members: Jerry Kotlowski, Dave Renner, Bill Miller, Lori Djumadi, and Heidi Roekle. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, and Rita Kolstad – Parks Admin. Clerk/Bookkeeper.

Approve Agenda: Motion by Renner/Miller to approve the agenda as presented. Motion carried by unanimous vote.

Previous Minutes: Motion by Miller/Renner to approve the September 13, 2011, minutes as printed. Motion carried by unanimous vote.

Agenda Items:

Correspondences /Special User Requests: None.

Public Participation on Agenda Items: None.

Recreation Report by Committee Members: Djumadi asked when do the snowmobile clubs receive their reimbursements? Coordinator explained the process. Depending on how Clubs submit their reimbursement requests to the Parks Department, some get reimbursed monthly and some only two or three times per season.

Trails Management Report: Coordinator reported the County recently received approximately \$19,000 in supplemental grooming monies to be disbursed to the snowmobile clubs for the 2010-2011 season. Additional supplemental reimbursement monies for 2010-2011 should be received in December. Clubs do not always get 100% of their grooming expenses reimbursed. Each Club gets \$231.77 per Club trail mile for trail grooming and maintenance. Adams County takes \$4040.00 annually for administering the snowmobile program to offset the County's expense.

ATV trails close November 1 annually. Plum Creek Timber Company lease agreement needs renewing.

Park Manager Reports: Fall park usage has been good. Staff has been reduced; water lines will be drained soon; and fall projects are beginning.

Outlying Parks Update: Outlying Caretaker works till November 1 when the outlying parks close for the season. Hwy 21 Wayside will remain open year round and will require the user fee as it will be maintained year round as well.

Djumadi asked if the new Shoreland Ordinance will force the Parks into expensive changes? Director reported the ordinance does not go into effect till 2015 and any modifications necessary will be made by qualified park personnel. The Department does not foresee any major problems meeting the requirements. Department will determine if Hwy 21 Wayside area should be surveyed or staked out to prevent hunters from firing guns in that area.

Employee Status Report: Petenwell Park had a workman's compensation claim recently, employee was off for two weeks.

Revenue Report: Committee reviewed.

Expense Check Summary Report and Expense Report: Reviewed by Committee.

Future Agenda Items: Public Hearing for 5-Year Outdoor Recreation Plan. Set 2012 Park User Fees.

Set Next Meeting Date: No meeting was scheduled for November. Committee will meet December 7, 2011, 6:00 p.m., UW Extension Building, Room 103, for the regular Committee meeting. Public Hearing on the proposed 5-Year Outdoor Recreation Plan will follow at 7:00 p.m.

Adjourn: Motion by Djumadi/Roekle to adjourn at 8:40 a.m. Motion carried by unanimous vote.

Submitted by,



Lori Djumadi
Parks Committee
Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.
These minutes have not been approved by the Parks Committee.

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: October 26, 2011
ROOM A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee to order at 9:00 A.M. on Wednesday October 26, 2011 with the following members present. Mike Keckeisen, Barb Morgan, Terry James, Randy Theisen and Jack Allen (for Glenn Licitar). Diane England was excused. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Terry James made a motion to approve the agenda with on deviation. That hearing #4 (Scherer/Hagge) be heard before #3(Dostal). Jack Allen seconded the motion. All in favor. Motion carried

Chairman Stuchlak noted that public participation would be taken as needed.

Public Hearings: Greg Stroede – Rezoning request of a portion (4+ acres) of a 58.286 acre parcel from an A1 Exclusive Agriculture District to an R2 Rural Residential District of the Adams County Comprehensive Zoning Ordinance to allow the residence to be parceled off on property located in the NE ¼, NE ¼, Section 3, Township 14 North, Range 6 East at 3619 9th Avenue, Town of Dell Prairie, Adams County, Wisconsin. Terry James made a motion to approve the request and forward that recommendation to the County Board for final approval. Barb Morgan seconded the motion. Roll Call Vote: 6 – Yes. Motion carried. Michael C. & Bonnie L. Julson – Rezoning request of a portion of two parcels from an A1 Exclusive Agriculture District to an R1 Single Family Residential District (.84 acres) and to an R1 LL Single Family Residential District (2.4 acres) of the Adams County Comprehensive Zoning Ordinance to allow residential use on properties located in the NE ¼, NE ¼, Section 33 and NW ¼, NW ¼, Section 34, Town 14 North, Range 7 East, at 4115 Cty Trk G, Town of New Haven, Adams County, Wisconsin. Randy Theisen made a motion to approve the request and forward that recommendation to the County Board for final approval. Jack Allen seconded the motion. Roll Call Vote: 6 - Yes. Motion carried. Michael J. & Virginia Scherer & George A. Hagge – Modification request to the depth to width ratio under Section 4.63 of the Adams County Land Division Ordinance to allow a land exchange between adjacent owners on property located in the SE ¼, SE ¼, Section 30, Township 19 North, Range 6 East, Tract 57 and 58 of Woodland Acres Subdivision on 13th Avenue, Town of Big Flats, Adams County, Wisconsin. Barb Morgan made a motion to grant the Modification of the depth to width ratio. Mike Keckeisen seconded the motion. Roll Call Vote: 6 – Yes. Motion carried. Carl E. & Jane A. Dostal – Conditional Use Permit request under Section 5-3.03(A)(19) of the Adams County Comprehensive Zoning Ordinance to allow nonmetallic mineral extraction on properties located in the N ½, SW ¼, Section 4, Township 17 North, Range 6 East on 11th Avenue, Town of Adams, Adams County, Wisconsin. Letters were read from adjacent property owners, Mike Wenzholz from the DNR and Adams Columbia Electric Company. No real objections were presented, just concerns for possible road damage and who would be responsible. Greg Rhinehart of MSA Professional Services introduced himself as representing the Dostal's. It was noted that Mr. Dostal has had several Zoning Permits for construction of a pond at this location. Storing of the clay on site is allowed under that Zoning Permit. Once the clay is sold and removed from the property, it requires a Conditional Use Permit. Approximately 9100 loads of clay is proposed to be hauled for about 100' north on 11th Avenue, west on J to Hwy 13, then down County Road E to the Milk Source Holding site in the Town of New Chester. Discussion followed. Jack Allen made a motion to honor the request for the Conditional Use Permit as long as all documents regarding this matter are under the made out in the property owner's names as indicated on the deed. Terry James seconded the motion. Roll Call Vote: 5 – Yes. 1 – Abstain (Stuchlak) Motion carried.

Terry James made a motion to take a short recess. Jack Allen seconded the motion. All in favor. Motion carried.

PLANNING & ZONING COMMITTEE
MONTHLY MEETING
October 26, 2011
PAGE #2

RECESS: 10:15 A.M.
RECONVENE: 10:22 A.M.

Matt Morrow, MSA Professional Services addressed the Committee regarding the Mining Reclamation Plan for Mineral extraction on the Carl E. & Jane A. Dostal property. Mr. Morrow indicated that the area will become a pond of approximately ten (10) acres and seventeen (17) feet deep, with 2 to 1 side slopes to the north and south, 8 to 1 slope to the east and 4 to 1 slope on the back side. Surface restoration will be combination beach, with topsoil in some areas and the owner feels that some of the clay areas will grow grass. The intermittent stream will not be affected at all.

Chairman Stuchlak closed the public hearing portion of the meeting and noted that public participation would be taken as needed.


Discussion on Land & water Conservation Department Conservation Engineer Technician position elimination and transferring of the employee to Planning & Zoning Department as a Building Inspector/Code Enforcement Officer. Terry James made a motion to approve the conversion as written. Barb Morgan seconded the motion. All in favor. Motion carried.


Randy Theisen informed Phil McLaughlin that he has had positive feedback regarding the Planning & Zoning office recently.

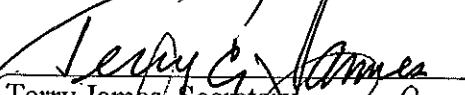
Jack Allen mentioned that someone should check with Corporation Counsel as to the legal requirements of publishing Public Hearing notices in the local newspaper.

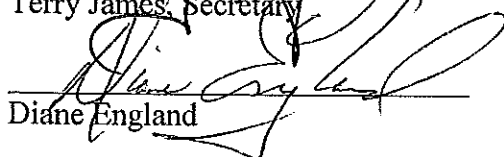
Terry James made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.


Adjourned: 10:45 A.M.

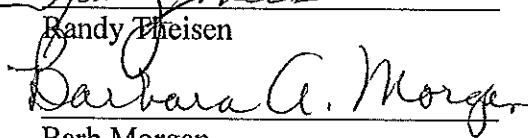

Joe Stuchlak, Chair

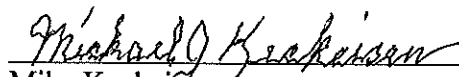

Glenn Licitar, Vice-Chair


Terry James, Secretary


Diane England


Randy Theisen


Barb Morgan


Mike Keckeisen


Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES:
November 2, 2011
ROOM A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee to order at 9:00 A.M. on Wednesday November 2, 2011 with the following members present. Glenn Licitar, Vice-Chair; Randy Theisen, Terry James, Diane England and Barb Morgan. Dean Morgan sat in for Mike Keckeisen. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Phil McLaughlin introduced Michelle Harrison to the Committee as the new office employee. Randy Theisen mentioned that he had received nothing but compliments about the department this past month. Terry James made a motion to approve the agenda. Glenn Licitar seconded the motion. All in favor. Motion carried. Barb Morgan stated that item #11 was taken care of at the October 26, 2011 meeting.

Phil McLaughlin presented the minutes from the October 5, 2011 meeting to the Planning & Zoning Committee for review. Terry James made a motion to approve the minutes as presented. Diane England seconded the motion. All in favor. Motion carried.

Greg Rhinehart, County Surveyor was not present, but his written report for the month of October was presented for review. Glenn Licitar made a motion to approve the Surveyor's report as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Terry James made a motion to deviate to item #10 on the agenda. Diane England seconded the motion. All in favor. Motion carried.

Phil McLaughlin read a letter from the Town of Adams and signed by Jim Bays, Chairperson and Supervisors Ron Johnson and William Euclide in which they requested the Committee to reconsider and grant the Robert Marx rezoning request at the next meeting with no charge. Letters from adjacent owners were read by the Committee. Discussion was held. Terry James made a motion to reconsider the request after the required one year time limit. Mr. McLaughlin reminded the Committee that while they may not want to approve a rezoning as presented, they can approve the request at less than what the petitioner requested. For example: Mr. Marx wanted 40 acres to A3. They could approve 15 acres to A1-15 and the remaining 25 to A3. Randy Theisen pointed out that Mr. Marx was on the Planning Commission for the Town of Adams. Discussion was held regarding the Towns listing specifics (names, locations) regarding citizens that come before them with a request for rezoning. Chairman Stuchlak asked Mr. James about his motion. Terry James repeated his motion to reconsider the request in one year if Mr. Marx so desires, but with the fee. Glenn Licitar seconded the motion. Mr. McLaughlin stated that there is no need for a motion because Mr. Marx can come back in a year without the motion, and sooner if he changes his request. Terry James withdrew his motion and Glenn Licitar withdrew his second. The Committee directed Mr. McLaughlin to notify Mr. Bays of the Committee's decision.

Register of Deeds. Jodi Helgeson informed the Committee that since there have been many requests for copies of birth certificates, she has submitted an article to the paper explaining the process on how to obtain your birth certificate in order to get an ID that will be required for voting. Discussion was held regarding an outdated printer that has been in storage.

Land Information. Discussion was held regarding the State having grant monies leftover from Smart Growth Comprehensive Planning and what may happen to it.

Storm Water Runoff Ordinance. Barb Morgan asked why this is being considered. Discussion was held with input from Chris Murphy, Land Conservationist; Virgil Miller PACRS Board Member and Richard Matzke, Chairman of Big ROC Lake District. Technical, enforcement and timeliness issues were discussed. Diane England requested data on how many storm water runoff violations there have been in the last couple of years and how many hours are spent on this matter. No action was taken on this subject, but needs to be on next month's agenda for both Planning & Zoning and Land & Water.

Barb Morgan made a motion to take a short recess. Glenn Licitar seconded the motion. All in favor. Motion carried.

PLANNING & ZONING COMMITTEE
MONTHLY MEETING
November 2, 2011
PAGE #2

RECESS: 10:23 A.M.
RECONVENE: 10:33 A.M.

Mr. McLaughlin presented a customer service survey sheet to the Committee for their approval. Minor changes were made, it was decided to create it as a post card and bring back to the Committee at the December meeting.

Department Updates: Mr. McLaughlin stated that he attended the Town of Colburn Meeting Tuesday night. The Town has decided to adopt County Zoning. On another note, the office had received a call from a disgruntled citizen in the Town of Leola, which has dropped the County building inspection services and contracted with an independent inspection agency. He stated that he had to go to Stevens Point to get his building permit and it cost him \$800.00. He wanted to know what it would have cost for his permit through the County. (\$495.00) He was upset and said the process was confusing and costly. Discussion was held regarding publication fees for public hearings.

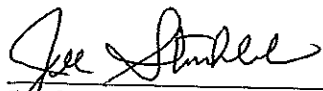
Phil McLaughlin presented the Financial Report for the month of September to the Committee for review. Terry James made a motion to approve the Financial and Comp Time Report as presented. Diane England seconded the motion. All in favor. Motion carried.

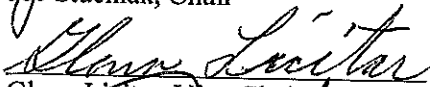
Correspondence: None.

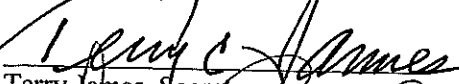
Next meeting date: December 7, 2011 @ 9:00 A.M.

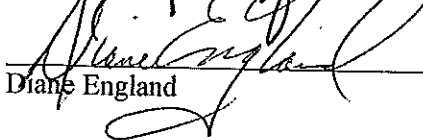
Terry James made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.


Adjourned: 10:53 A.M.

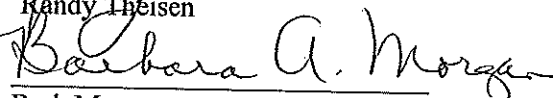

Joe Stuchlak, Chair



Glenn Licitar, Vice-Chair

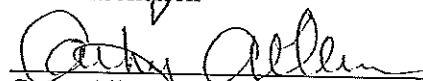

Terry James, Secretary


Diane England


Randy Theisen


Barb Morgan


Mike Keckeisen


Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: December 7, 2011
ROOM A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee to order at 9:04 A.M. on Wednesday December 7, 2011 with the following members present. Glenn Licitar, Mike Keckeisen, Barb Morgan, Randy Theisen, Diane England and Terry James. Others present were: Cathy Allen, Recording Secretary; Michelle Harrison, Secretary and Greg Rhinehart. Was this meeting properly announced? Cathy Allen stated that it was. Roll Call. Barb Morgan made a motion to approve the agenda as presented. Diane England seconded the motion. All in favor. Motion carried. Terry James made a motion to deviate to item #6 Public Participation. Barb Morgan seconded the motion. All in favor. Motion carried

Chairman Stuchlak noted that public participation would be taken as needed.

Glenn Licitar made a motion to approve the minutes from the October 26 and November 2, 2011 meetings as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of November to the Committee for review. Terry James made a motion to approve the Surveyor's report as presented. Diane England seconded the motion. All in favor. Motion carried.

Terry James made a motion to recess. Randy Theisen seconded the motion. All in favor. Motion carried.

RECESS: 9:10 A.M.
RECONVENE: 9:14 A.M.

Public Hearings: Rolland Garlock – Rezoning request of a portion of a parcel (approx. 3.53 acres) from an A1-15 Exclusive Agricultural District to an R1LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance to allow the property to be split on property located in the SW ¼, SE ¼, Section 12, Township 14 North, Range 7 East, at 3793 1st Lane, Town of New Haven, Adams County, Wisconsin. Mike Keckeisen made a motion to approve the request and forward that recommendation to the County Board for final approval. Barb Morgan seconded the motion. Roll Call Vote: 5 – Yes. 2 – No. (Stuchlak & James) Motion carried. Dale J. Haddon – Conditional Use Permit request under Section 3-3.06 of the Adams County Comprehensive Zoning Ordinance to allow short term rental of a dwelling on property located in the NE ¼, NW ¼, & SE 14/, NW ¼, Section 29, Township 14 North, Range 7 East, at 562 Golden Court, Town of New Haven, Adams County, Wisconsin. Mr. McLaughlin explained to the Committee that the Haddon's had met with the Township, but don't meet with the Plan Commission until December 15, so the Haddon's are requesting that their Conditional Use Permit hearing be tabled until January. Terry James made a motion to table the request until the January meeting. Randy Theisen seconded the motion. All in favor. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting.

Barb Morgan made a motion to deviate to item ##12 Customer service card. Randy Theisen seconded the motion. All in favor. Motion carried. Discussion was held regarding whether to have a drop box and if so, where it would be located or pre stamping the cards and where to mail them. It was the Committee's consensus to put postage on fifty (50) colored cards with a return address to Marcia Kay, Personnel Director and see how many are returned. Planning & Zoning should also check with the post office about placing postage on the cards with fees that are only charged if mailed. Terry James made a motion to approve the customer mailers as presented, with postage. Glenn Licitar seconded the motion. All in favor. Motion carried.

PLANNING & ZONING COMMITTEE
MONTHLY MEETING
December 7, 2011
PAGE #2

Register of Deeds; Jodi Helgeson informed the Committee that on December 2, 2011 her office had recorded their 500,000 document. One third of those have been since she has been in office. This is the twenty fifth year for managed forest properties and there have been 68 renewals.

Land Information; Tyler is working with the LiDar information received by the County. With the elevations, everything looks like it's in 3D.

Department updates: None.

Phil McLaughlin presented the Financial Report for the month of October to the Committee for review. Glenn Licitar made a motion to approve the Financial Report and Comp Time Report as presented. Diane England seconded the motion. All in favor. Motion carried.

Correspondence: The Committee was informed that the Newspaper office has credited the Planning and Zoning account for the error in publication for the October 5, 2011 meeting, which then had to be rescheduled.

Next meeting date: January 4, 2012 @ 9:00 A.M.

Terry James made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.

Adjourned: 9:54 A.M.

Joe Stuchlak, Chair

Randy Theisen

Glenn Licitar, Vice-Chair

Barb Morgan

Terry James, Secretary

Mike Keckeisen

Diane England


Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Public Safety & Judiciary Committee
Wednesday, September 14, 2011
9:00 a.m. – Conference Room A260

MINUTES

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes
 Roll Call: Bill Miller, Beverly Ward, Terry James, Mike Keckeisen, Al Sebastiani (Excused/late), Sam Wollin, Les Beckman, Sandra Green, Marcia Kaye, Terry Reynolds, Brenda Merkle, Vice President of the Humane Society, Carol Berry, President of the Humane Society, and Christina Akkerman, Manager of the Humane Society.
3. Approve the Agenda. James/Miller, MC/UN
4. Approve minutes of prior meeting. Miller/James, MC/UN
5. Public participation (*If requested by the Committee Chair*).
6. Correspondence. None.
7. Adams County Humane Society: Per Chair Sebastiani this portion of the meeting to begin at 10:30.
 Discuss and/or act on contract/future funding for the Adams County Humane Society for 2012, specifically a Purchase of Service Agreement between Adams County and the Adams County Humane Society.
8. Sheriff's Department - Sheriff Wollin – Attending.
 Animal shelter/animal control officer report (reports in packet). Question was raised whether there has been an increase in mileage for the ACO's. The Sheriff confirmed there has been a slight increase but is within normal range.
 Discuss department operations. Sheriff Wollin discussed the process of selling the old squads on Wisconsin surplus.com auction site. The only cost to the Department was \$46 for posting the information in the newspaper. The Sheriff's Dept. sold five squads for around \$24,000. Sheriff Wollin stated that Lt Tully was the manager of this project and was able to sell five squads for \$4,000 over the expected revenue for eight squads. This is a much better program to sell old equipment and they will continue to pursue this in the future. Sheriff Wollin also talked about the National Sheriff's Institute training he attended. He was very pleased with the training and was like no other he's been to before. It was intense and the focus of the training was leadership development. Sheriff Wollin thanked the board for approval to attend. Sheriff Wollin spoke regarding a couple of significant events which occurred over the last month. At Roche-A-Cri Park there was a young boy who fell from the top of the rock which was a fatal accident. The Sheriff stated there would be a debriefing on this incident next week. Captain Beckman said the straight line winds which occurred last week caused significant damage and power outages with trees down all over the County. Emergency Management, the Adams Fire Chief, and the Sheriff's Department worked together as a team on this event and things went very smooth. The deputies on duty did an outstanding job in reporting areas that needed clearing, downed lines, and then a house to house search was conducted with specific areas of responsibility. Lessons learned during the April Tornado were applied to this situation with success. There were no injuries directly related to the wind storm.
 Approve conference/training if any. None.
 Update/discussion/action on researching cost for three Patrol Sergeants working within current budget. This discussion led into questions regarding the Supervisory structure of the Sheriff's Department. Discussion was held regarding the cost of including the advancement of these three positions into the 2012 budget as well as the Chief Deputy's position. Questions were raised regarding the Lt's positions and how they fit into the operational needs of the Department. The research into how other departments with comparable populations, calls for service, and number of Deputies completed by Captain Beckman was revisited. There was also discussion regarding going to an Undersheriff position instead of continuing with a Chief Deputy position. Supervisor Miller handed out information he gathered regarding all Command positions and explained his handout to everyone.

Motion to approve the advancement of three Patrol Sgt's working within the current budget and continue working on the supervisory structure of the Sheriff's Department at a later date. Discussion: It would allow them to go forward to finance to include the three Sgt. positions in the budget and would allow them to create the positions effective 1/1/2012 but also allows the committee to revisit the structure of the department at a later date. Roll call: Keckeisen/Aye, Miller/Aye, Sebastiani/Aye, Ward/Aye, James/Nay. Motion carried by roll call vote 4 Yes/1 No.

Update/ on new squad information from Lt. Tully's training at the Fleet Expo in St. Louis. Lt. Tully came back with a lot of good information regarding the three vehicles being offered as Police Fleet vehicles. The three vendors are Ford, Dodge and Chevrolet. Much of the equipment will not be interchangeable between the Crown Victoria's we have now so there will be an increased cost of vehicle changeover. Lt. Tully put together a slide show presentation and this will be viewed at a later date. Lt Tully's recommendation is to go with the Chevrolet Caprice. They all carry a similar warranty and the Sheriff's Department will need to inquire about Chevrolet leasing possibilities. Sheriff Wollin thanked the committee in allowing Lt. Tully to attend this training as it was very beneficial.

Supervisor Sebastiani joined the meeting at 9:50 am.

Update/Discussion/Action on results from meeting with Property Committee and new estimate from Portage Glass for Bullet Resistant Glass for Front Counter. Sandra Green, Fiscal Manager explained the two estimates received to replace the front office windows with bullet resistant glass including a transaction drawer. It was also requested to use the monies as a Capital Improvement project and apply this money toward the safety of the employees in the front office. Motion to approve the proposal from TBSI using the monies originally set aside for a new door in the jail which is a project requested under the previous administration and not feasible. This motion is contingent if the money from Jail Assessment from this year's 2011 funds is available. Keckeisen/James, MC/UN.

Captain Beckman – Attending

Review monthly expenditure report and check summary. Questions were asked and discussed.

Discuss Probation and Parole Issues. Captain Beckman explained that we are running into issues with inmates on P&P holds. There may be a little bit of an increase in medical costs due to these situations.

Discuss follow-up on Sale of Squads. Discussed under Sheriff Wollin.

Update on Jail Debt Collection. We have now received in collected debt a total of \$4648.36 and Sandra continues to work with Bay West Acquisition on collections.

Motion for a five minute break at 10:25. James/Ward, MC/UN. Meeting called back to order at 10:30 am.

9. Adams County Humane Society: Per Chair Sebastiani this portion of the meeting to begin at 10:30. Discuss and/or act on contract/future funding for the Adams County Humane Society for 2012, specifically a Purchase of Service Agreement between Adams County and the Adams County Humane Society. Corp Counsel Jack Albert was present at the meeting at this time to present information regarding Ordinances and State Statutes which were cited. Ordinance #34-2006 (Vicious or dangerous animals) under Animal Control agency which is the Adams County Sheriff's Dept. This is also defines an Animal Control Officer which we have two of at this time in the County.

Ordinance #7-1987 is an Ordinance which regulates dogs and animal health in Adams County. Several more Ordinances and State Statutes were cited by Corp Counsel. State Statute 173.03 (Appointment of Humane Officers) and 173.13 discusses taking custody of animals. State Statute 173.5 (Provision of Care/Treatment of Disposal Services). Most of the requirements are statutorily required. Corp Counsel requested feedback from other counties whether they had their own County operated Humane Society or privately owned. He went through several counties which feedback was received.

Sheriff Sam Wollin handed out copies of the contract to the Committee for review. There was lengthy discussion regarding the number of animals in the shelter over the past 3-4 years.

Supervisor Keckeisen asked why the contract is being presented now. The Animal Shelter indicated this contract was introduced sometime last year to Corp Counsel. They were hoping to open up negotiations as a starting point for closure and approval and this contract will protect both sides. Corp Counsel explained what the Committee is asking of them in a way that in order for us to continue contributing \$40,000 to your budget we want full disclosure on their income/expenses/revenues. The Humane Society explained once again how they are a private entity and they are not required to share this kind of information with anyone. Supervisor Ward explained the process of what would happen if all the responsibilities were moved over to municipalities. The committee is asking the Humane Society to come back with the proper documentation and provide revenue information to the committee. They will speak with their lawyer and get back with the information by the 23rd. They should provide the information to Supervisor Sebastiani before the budget process is over.

Motion to deviate to Medical Examiner agenda portion. James/Sebastiani. MC/UN

10. Medical Examiner, Angela Hinze – Deputy Coroner, Marilyn Rogers – Present.

Monthly Expenditures Report. Copies handed out to committee and questions were asked. There was discussion regarding the MOU which is very specific regarding reimbursement to the Deputy Medical Examiners.

Discuss department operations. The employees have their training materials needed to continue. The training money is there so they will be attending a conference in October/November. They are also looking at a couple of choices for a Medical Examiner logo and she will be presenting these drawings next month.

Motion for a five minute recess at 11:45 am before going into closed session. Keckeisen/James, MC/UN.

Motion to go into closed session at 11:55. Sebastiani/James, MC/UN.

11. The Committee will convene in closed session per Wis. Stats. §19.85(1) (c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on Acting Chief Deputy position wages/compensation.
12. The Committee will continue in closed session per Wis. Stats. §19.85(1)(f), for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Discuss and/or act on communication issues between Sheriff's Department and Personnel office.
13. The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. Motion to go into open session at 12:35. Keckeisen/James, MC/UN. Motion we maintain the title of Acting Chief Deputy and that position will be given to Les Beckman retroactive to April 1st, 2011 and he will be instituted at a Chief Deputies wages Grade 15, Step 6 which is a 4.8% increase over current pay. He will continue as the Jail Administrator as well. James/Keckeisen. MC/UN

14. Motion to recess for lunch – James/Miller, MC/UN at 1:25 pm.

15. Call the meeting back to order at 2:30 pm.

16. Emergency Management – Jane Gervais – Present.

Monthly Check Summary/Expenditures. Jane advised the committee that the \$25,300 came out of 100 19 52504 414 for the purchase of the radios from the Round 6 radio replacement grant. Administrative Coordinator provided Jane with the line item numbers to use to pay for the radios and another account number for the grant check to go back into when she receives it. Discussion was held that it should go back into the same account. Jane will monitor the account to ensure that it comes out as a wash.

Discuss and/or act on appt. of Pat Kotlowski, Highway Commissioner to the Local Emergency Planning Committee. Pat Kotlowski replaced Ron Chamberlain on the Local Emergency Planning Committee (LEPC). The LEPC Committee made a motion at their August 8, 2011, meeting to appoint Pat Kotlowski to the Committee and to forward it on to Public Safety for their approval and then to County Board. Motion for the appointment of Pat Kotlowski, Highway Commissioner, is placed on the Local Emergency Planning Committee and forward a resolution to county board for his appointment. James/Miller, MC/UN.

Mobile Command Trailer Items Update. Jane went to Finance Committee with the revised figures for the Mobile Command Trailer so she did reduce the budget by \$725. There is a problem with the LP indicator, the alarm keeps sounding. It could be fumes from within the building setting off the alarm, or the batteries could be low or the LP indicator itself could be bad, which would cost \$72 to replace.

Discuss base station rental. Jane was contacted by Steve Dubberstein from Communication Services stating that climbing a tower was not included in the maintenance we pay them annually. The tower in Rome just had to be climbed due to a loose wire. To cover the cost, he proposed that we rent our old radio base station transceivers that are no longer in use to La Crosse County for about a year, as they are in need of these to do their narrowband cutover. If something happened to the radios while La Crosse was using them, they have a maintenance agreement and the radios would be returned in full operation as they were when they initially rented them. Communications Services would handle all the paperwork. Columbia County has rented their base stations in the past also. Jane saw no problem or issues with this, but they needed an answer immediately before the Committee met, so Jane contacted the Chairman and they both agreed to rent the radios to Lacrosse.

Discuss/Act/Approve - Telephone conference with Verizon on renting space on the Highway Communications Tower Site. Verizon is interested in putting a repeater up on the highway tower. Jane told him this would first need to be taken to her committee for approval. Communications Services suggested this is a good idea because we would be getting \$1200/month in Revenues. This would offset some of the maintenance costs of \$42,000/year. If the proposal is approved that Verizon can have the space on the tower, then Verizon would forward us an agreement, it would be submitted to Corp Counsel for review and then next month back to Committee for approval on the agreement. Not only would this generate Revenue but it would also provide better cell phone reception. A conference call was initiated with Nathan at Verizon Wireless. Verizon is looking to expand and improve their services in the Adams Friendship area. The reason for the meeting is to determine if a long-term agreement is feasible between Adams County and Verizon Wireless. Supervisor Keckeisen expressed a concern regarding liability issues. Nathan from Verizon Wireless explained he has no concerns whatsoever of the tower ever coming down for any reason except for a very severe weather situation which rarely happens. Supervisor Miller had some questions regarding the loading conditions. There were several other questions asked of Nathan which were answered and explained to the committee. Roll call vote requested to deny request with Verizon Wireless, Keckeisen/Aye, Sebastiani/abstaining, Ward/Aye, James/Aye, Miller/Aye. Motion unanimously failed.

Discuss and/or act on training/conferences, if any. The 2011 WI Emergency mgmt. Assoc. Conference is Oct 17-20, 2011 and is in the budget. There is a special needs training at end of month and a Mitigation meeting at Ft. McCoy meeting on November 9, 2011. Jane is asking to be excused from the November PS&J meeting for the November 9th training. Jane may be excused for the November meeting per the committee.

Office Activities. Jane advised the Committee of the total damage amounts on the Uniform Disaster Situation Report she submitted to Wisconsin Emergency Management from the last storm on September 2, 2011. She went out and did damage assessments several days after the Sept. 2, 2011, storm.

Emergency Mgmt. has a radio base station over at HHS, they are remodeling so they called Jane to come over to look at it. She saw no problems with wiring it to the meeting room across the hall and maintenance also agreed that would work. Maintenance later reported the contractors who are doing the remodeling on the roof found that the antenna on the roof, which is used for the radio, is broken so this will need to be replaced. Jane does not know at this time how much this will cost to replace it but will keep the committee informed. The consensus is the base radio station is not needed if they have five portables to use in place of that.

Jane gave a Power Point slideshow presentation to the North Adams County neighborhood watch group, which focused on Emergency Management responsibilities, September preparedness month and the April 2011 tornado response and recovery. Tomorrow is her SW regional meeting that she is co-hosting with Juneau County.

She received a check today for the EM performance grant from her 1st half Plan of Work, which is revenue.

17. Family Court Commissioner – Dennis McFarlin – Not present.
Review Check Summary.

18. Child Support – Deb Barnes – Present.

Review Performance Measures for August 2011; Deb says they've had an 11.6% reduction in arrears and should get 100% of the performance award for that.

Review Check Summary; No questions.

Discuss and/or approve contracting with ACS State & Local Solutions Inc. as a call-center for the CSA for the period of 01/01/2012 – 12/31/2012. There will be a cost based on call volume would be approximately \$12,000/year. There is a \$1000 start-up cost. All calls that come into the CS office would be directed to the call center. Deb thinks for them at this point this would be a good option and would be a big savings for the County. The reduction on the levy is approximately \$14,000. Deb will find out if this is a monthly billing and whether or not there is a donation required to the Experience Works program if they would use someone from that program for occasional scanning and filing. Motion to approve contract with ACS – James/Miller, MC/UN.

Discuss Office Activities; Deb will be going to the Regional Director's meeting at the end of this month. Deb will also make sure the ACS contract gets to Corp Counsel for review.

19. Clerk of Circuit Court – Dee Helmrick – Not present.

Summary Report of Expense Vouchers submitted for payment

Approve conference/training (Fall Conference – Marshfield)

Discuss General Operations of Department

Community Service Coordinator's Monthly report

20. Register in Probate – Terry Reynolds - Present.

Monthly Expenditures Report. Terry has met all of the Probate and reimbursement goals for this year. Will be gone a couple of days next week for training which is covered in her budget.

21. District Attorney – DA Bonnett and Janis Cada – Not Present.

Monthly expenditures report

General Office Activities

22. Approval of all vouchers and monthly expense reports. Motion to approve, Ward/Miller, MC/UN.

23. Set next meeting date. October 12, 2011 at 9:00 am in conference room A260.

24. Action items for next meeting. None.

25. Adjourn. Meeting adjourned at 3:45 pm. Miller/Ward, MC/UN.

**ADAMS COUNTY SOLID WASTE COMMITTEE
SPECIAL MEETING
November 15, 2011, 9:15 AM, Courthouse Room A231**

MEMBERS PRESENT: Larry Babcock, Chair
Dean Morgan, Vice-Chair
Florence Johnson
Patrick Gatterman
Alexandria Beckman, SAYL

MEMBERS ABSENT/EXCUSED: Mike Keckeisen

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Barb Morgan

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 9:17 AM.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, MORGAN, JOHNSON, GATTERMAN, AND BECKMAN.
ABSENT/EXCUSED-KECKEISEN.

DISCUSS AND APPROVE VILLAGE OF OXFORD RESOLUTION AND AGREEMENT: Ms. Diemert presented the Resolution and Agreement for hauling service in the Village of Oxford that has been drawn up with the assistance of Corporation Counsel. Discussion was held and a couple amendments regarding start times were discussed. *Motion by Gatterman, second by Johnson, to approve the Resolution and Agreement with the Village of Oxford for hauling services as amended. All in favor. Motion carried.*

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, November 16, 2011 at 6:00 PM at the Courthouse. *Motion by Morgan, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 9:23 A.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY SOLID WASTE COMMITTEE
November 16, 2011, 6:00 PM
LANDFILL, 1420 HWY 21, FRIENDSHIP, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
Dean Morgan, Vice-Chair
Florence Johnson
Patrick Gatterman
Alexandria Beckman, SAYL
Nick Theisen, SAYL

MEMBERS ABSENT/EXCUSED: Mike Keckeisen

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Barb Morgan
Everett Johnson

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, JOHNSON, GATTERMAN, BECKMAN AND THEISEN. ABSENT/EXCUSED-KECKEISEN. *Motion by Gatterman, second by Morgan, to approve the Agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM OCTOBER 12, 2011: *Motion by Johnson, second by Gatterman, to approve the Open Session minutes as presented for the October 12, 2011 meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert presented a letter received 11/1/11 stating that effective 1/1/12 the Operating Engineers Local 139 would no longer represent the landfill employees.

She next presented mileage sheets to show how the Department submits mileage reimbursements using the required form. She stated that if the Committee wanted more oversight they could go back to signing the expense sheet again.

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for October 2011, the Check Summary Report for October, 2011 and an update on the 2012 Budget. Discussion was held. *Motion by Gatterman, second by Johnson, to approve the Financial Report and the Check Summary Report for October 2011, as well as the update on the 2012 Budget. All in favor. Motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated November 9, 2011 (see attached copy) and discussion was held. *Motion by Gatterman, second by Morgan, to approve the Site Report as presented. All in favor. Motion carried.*

DISCUSS AND APPROVE CONTRACTS/AGREEMENTS/LEASES: Ms. Diemert updated the Committee on the progress with IROW on the preliminary drawings being done for revisions to our existing building. We will continue with this project and report back at the next meeting. Contract language is being worked on.

Ms. Diemert updated the Committee on a meeting between Adams, Monroe and Juneau Counties to continue discussions on options for forming regional services.

Ms. Diemert stated that the Village of Oxford Resolution and Agreement was passed at County Board and she will be meeting with the Village to discuss routes and other issues. The contract will start 1/1/12.

Ms. Diemert also reported that she is meeting with the Village of Coloma to discuss curbside or drop-off site services.

APPROVE ANY VEHICLE/EQUIPMENT OR OTHER PURCHASES OR RENTALS: Ms. Diemert presented information on two used trucks available at Freerksen Trucking. Discussion was held on how much money was in the equipment fund. Committee members instructed the Director to bring this back at the next meeting after Hank has inspected the trucks. No additional equipment or vehicles were purchased.

EMPLOYEE UPDATE: Ms. Diemert updated the Committee on the two employees that were out with injuries. One is a Worker's Comp injury and the other is not. No other employee updates were presented. She also reported that the LTE's will be done on December 9th. Discussion was held on whether or not additional drivers will be needed if we get more curbside collection contracts. Ms. Diemert stated that we probably would need additional drivers but any new contracts would pay for the positions.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert had no new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Any updates needed.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, December 14, 2011 at 5:30 PM at the Courthouse. *Motion by Gatterman, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:23 P.M..

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

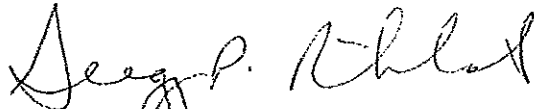
ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
(608)-339-4226 (608)-339-3808
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 456
December 7, 2011
Report for the month of November, 2011

The 2011 Monument Maintenance Program is continuing and on schedule for completion this month.

I am continuing with the duties of my office.

Respectfully Submitted;

A handwritten signature in dark ink, appearing to read "Greg. P. Rhinehart", written in a cursive style.

Gregory P. Rhinehart,
Adams County Surveyor

12/7/2011

ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
P.O. BOX 187, FRIENDSHIP, WI 53934
(608) 339-4226

SUMMARY OF ACCOUNTS 2011

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,600.00	\$21,900.00	\$ 500.00
JANUARY	300.00	270.00	
Balance	\$3,300.00	\$21,630.00	\$ 500.00
FEBRUARY	300.00	10,525.59	
Balance	\$3,000.00	\$11,104.41	\$ 500.00
MARCH	300.00		
Balance	\$2,700.00	\$11,104.41	\$ 500.00
APRIL	300.00	3,554.20	
Balance	\$2,400.00	\$ 7,550.21	\$ 500.00
MAY	300.00		
Balance	\$2,100.00	\$ 7,550.21	\$ 500.00
JUNE	300.00		
Balance	\$1,800.00	\$ 7,550.21	\$ 500.00
JULY	300.00		
Balance	\$1,500.00	\$ 7,550.21	\$ 500.00
AUGUST	300.00	1957.31	
Balance	\$1,200.00	\$ 5,592.90	\$ 500.00
SEPTEMBER	300.00		
Balance	\$ 900.00	\$ 5,592.90	\$ 500.00
OCTOBER	300.00		
Balance	\$ 600.00	\$ 5,592.90	\$ 500.00
NOVEMBER	300.00		
Balance	\$ 300.00	\$ 5,592.90	\$ 500.00
DECEMBER			
Balance			
Grand Total \$	0.00	\$ 0.00	\$ 0.00